

## ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

1. Personnel

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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

### Resignations

-Lynette C. Smith, Principal at Jefferson School, effective on or before August 29, 2005 (Exhibit 1)

-Susan Baranak, Science Teacher at Lower Macungie MS, effective immediately (Exhibit 2)

-Kristin Dremock, Remedial Assistant at Wescosville School, effective immediately (Exhibit 3)

-Mary Beth Busteed, Remedial Assistant, effective immediately (Exhibit 4)

-Susan Soler, Teacher Aide at Lower Macungie MS, effective immediately (Exhibit 5)

-Sheree Fitzgerald, Teacher Aide at Macungie School, effective upon approval as Administrative Assistant at Emmaus HS (Exhibit 6)

-Lois Frisly, Teacher Aide at Jefferson School, effective immediately (Exhibit 7)

-Lynn Snyder, Part-Time Office Aide at Emmaus HS, effective upon approval as Administrative Assistant at Eyer MS (Exhibit 8)

### Appointment of Administrative Assistants

Name/Address: Sheree Fitzgerald  
7578 Woodbine Road, Macungie 18062  
Assignment: Macungie School  
Vacancy created by retirement of K. Murphy and subsequent transfers  
Effective: July 12, 2005  
Salary: \$23,600

Name/Address: Lynn Snyder  
7294 Poppy Drive, Macungie 18062  
Assignment: Eyer MS  
Vacancy created by resignation of K. Link and subsequent transfers  
Effective: July 12, 2005  
Salary: \$23,600

### Temporary Professional Employee Appointments

Name/Address: Michele Harned  
1546 Lehigh Parkway South, Allentown 18103  
Education Level: B. S. Degree (1999)  
M. Ed. Degree (2005)  
Undergraduate School: Penn State University  
Graduate School: Kutztown University  
Effective: August 29, 2005  
Assignment: Science, Grade 8, Lower Macungie MS  
Vacancy created by resignation of S. Baranak

Certification:	Instructional I, Biology
Experience:	None
Salary:	\$44,900 (Step A, Year 1, Col. M)
Name/Address:	Mary Beth Busteed 5056 Bridlepath Drive, Macungie 18062
Education Level:	B. S. Degree (1985)
Undergraduate School:	Bloomsburg University (1985)
Graduate School:	Kutztown University (graduate course work)
Effective:	August 29, 2005
Assignment:	Grade 7, Language Arts, Eyer MS Vacancy created by resignation of S. Stefens and subsequent transfers.
Certification:	Instructional I, Elementary, Reading Specialist
Experience:	1999-Present: East Penn SD (Remediation Assistant)
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Matthew Laub
Education Level:	B. S. Degree (2004)
Undergraduate School:	Elizabethtown College
Effective:	August 29, 2005
Assignment:	Grade 7, Science, Lower Macungie MS Vacancy created by retirement of P. Folk.
Certification:	Instructional I, Biology
Experience:	1/05-6/05: Nazareth SD 8/04-11/04: Owen J. Roberts SD
Salary:	\$39,200 (Step A, Year 1, Col. B)

Leaves as per Collective Bargaining Agreement

Employee:	Jessie Moseman Special Education, Wescosville
Effective:	9/05-1/06
Employee:	Melanie Bosse Grade 6, Lower Macungie MS
Effective:	05-06 School Year

Approval of Act 93 Compensation/Non-Bargaining Unit Salaries –Exhibit 9

That the East Penn Board of School Directors approve the 2005-06 Act 93 Salaries and Compensation Plan; and, that the salaries and fringe benefits for the non-bargaining unit employees be approved, effective July 1, 2005.

Co-Curricular Advisors

John Cari	Head Coach, Boys Soccer	\$4,266
Todd Werley	Assistant Football Coach	Volunteer
Anthony Simons	LMMS Band Director	\$2,913
Brian Winnie	LMMS Chorus Director	\$2,081
Brian Legutko	LMMS Web Design	\$ 832
	LMMS Greenhorn.net Club	\$ 988, Club C
Kathy Hoch	LMMS Student Council, Co Advisor	\$ 624
Deidre Thorp	LMMS Student Council, Co Advisor	\$ 624
Tanya Jennings	LMMS Yearbook	\$1,248
Joanne Richards	LMMS Frequent Skier Club	\$ 520
	LMMS PJAS	\$ 260, Club A
Patrick Hanlon	LMMS PJAS	\$ 260, Club A
Brent Landrum	LMMS PJAS	\$ 260, Club A
Thad Smith	National History Day	\$ 260, Club A
David Bosse	National History Day	\$ 260, Club A
Sherry Holub	National History Day	\$ 260, Club A
Doreen Brill	Builders Club/Key Club	\$ 988, Club C

Change of Employment Status

Employee	From	To
Debra Barthold Biology Teacher, EHS	.5 Temporary Prof.	Full-Time Temporary Prof. (New .5 Position-05-06 Budget)
Robert Slough Physics Teacher, EHS	.5 Temporary Prof.	Full-Time Temporary PF. (New .5 Position-05-06 Budget)

Educational Conferences – Exhibit 10

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 10.

2. Emmaus High School Discipline Code – Exhibit 11

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the Emmaus High School Discipline Code for the 2005-06 School Year as presented.

4. Education

1. Textbook Adoption – Exhibit 12

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the textbooks listed on Exhibit 12.

4. Facilities

1. Emmaus HS Bleacher Project

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent to Award" contracts for Emmaus High School Bleacher Project with Grace Industries, Inc., Lehigh Valley, PA at a low base bid of \$62,040 and also accept the alternate bid of \$10,710.00, for a total bid of \$72,750.00

Note: Base cost includes all the site preparation and concrete pads. Alternate costs are all paved walkways to seating areas. Also, note a change order credit will be offered from the synthetic turf field contractor which will offset the cost of the alternate, and,

Be it further

RESOLVED, That the East Penn Board of School Directors accept the pledged monies in the amount of \$50,000.00 to help offset costs related to the purchase of the aluminum bleacher systems.

Note: Donations were received from the following:

Mr. & Mrs. Joseph Gray - \$15,000 (by June 1, 2005)  
Emmaus Adult Booster Club - \$15,000 (by May 19, 2005)  
Boys' Soccer Booster Club - \$5,000 (received April 1, 2005)  
Girls' Soccer Booster Club - \$5,000 (received April 1, 2005)  
Field Hockey Booster Club - \$2,000 this spring and \$3,000 next spring  
Mr. & Mrs. Sam Landis - \$3,000 (received April 16, 2005)  
Bridgestone/Firestone Corporation - \$2,000 (received Jan. 15, 2005)

(The total amount of our current contributions is \$50,000)

Be it further

RESOLVED, That the East Penn Board of School Directors award the outdoor aluminum bleacher system to Recreation Resource, Inc., PO Box 371,

Kennett Square, PA in the amount of \$81,780.00 under state contract #4600002246, Vendor #127948, and

Be it further

RESOLVED, That the East Penn Board of School Directors name the soccer stadium "Memorial Stadium" in honor of the many students, faculty and staff who have passed away, and,

Be it further

RESOLVED, That the "Notice of Intent to Award" contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with appropriate parties being authorized to sign the documents. Submittal and approval of the required Bonds, Certificates of Insurance and the required documents from the contractors as specified in the Bid Instructions and Material, and execution of a contract as required in the bid instructions. All of the aforementioned being completed to the satisfaction of the district solicitor.

2. Official Board Action to Close Kings Highway Elementary School

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the closing of the Kings Highway School, 5671 Chestnut Street, Old Zionsville, PA.

Note: The public hearing for the closing of Kings Highway School was held on Monday, April 11, at 6:30 p.m.

3. Official Board Action to Close Lower Macungie Elementary School

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the closing the Lower Macungie Elementary School, 6043 Lower Macungie Road, Macungie, PA.

Note: The public hearing for the closing of Lower Macungie Elementary School was held on Monday, April 11, at 7:00 p.m.

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit	T. Richwine
-Lehigh Career & Technical Institute	F. Fuller
	A. Thompson
	T. Richwine

6. Legislative C. Ballard

7. Business Operations

1. Bill List Approval

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

2. General Fund Budget Transfers – Exhibit 13

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the General Fund transfers listed on Exhibit 13.

8. Other

9. Announcements

Monday, July 11

7:00 p.m.-CLEAR Session, Superintendent's Conference Room  
7:30 p.m.-Board Meeting, Board Room

Monday, August 8

6:00 p.m.-Act 34 Hearing for Additions & Alternations to Eyer MS,  
Eyer MS Auditorium

7:30 p.m.-Board Meeting, Eyer MS Auditorium

Monday, August 22

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

10. Adjourn

## ORDER OF BUSINESS

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

President Ann Thompson called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Eyer Middle School Auditorium, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Board Member Absent: E. Gannon  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Superintendent of Schools: Alrita L. Morgan, Ph.D.  
Press Present: Loretta Fenstermacher, East Penn Press Reporter

### 2. Requests to Address the Board

Jeri Bonenberger, 329 Moty Drive, Alburtis and President of the Alburtis PTO, expressed concern about the class sizes and especially for Grade 5 at Alburtis. She reviewed the enrollments from June to August and the negative impact on students. She urged the Board to approve the addition of another class for Grade 5.

Mrs. Cindy Sheaffer, 309 West Second Street, Alburtis also commented on the class sizes and acknowledged the parents who were in attendance. She noted the Board's budget constraints, indicating her respect for their position. She said the district does a fabulous job with special education and gifted students but needs to concentrate on the majority of students and by having smaller class sizes this can be accomplished.

Dr. Morgan explained that the administration has been watching enrollments during the summer. There were 2.5 teachers who had not been assigned to classes at the end of the year but have now been assigned to fill classes, noting that 1.5 teachers went to Alburtis. The administration will continue to monitor the enrollments and Dr. Morgan will come back to the Board for an additional elementary person. This would be the first position not included in the budget but Mr. Reigal has assured that there are funds available. She concluded that it is her recommendation to add the position to Alburtis because of the numbers. Dr. Morgan will be recommending a person to fill that position at the August 22 Board Meeting. They are watching a class at Lincoln to see if there is an imbalance.

### 3. Approval of Minutes

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the minutes of the July 11, 2005 meeting.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

#### 1. Personnel

Motion by Earnshaw, Seconded by Robert

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

#### Resignations

-Joanne Billman, Mathematics Teacher at Emmaus HS, effective August 29, 2005 (Exhibit 1)  
-Samantha Edwards, Elementary Teacher, effective immediately (Exhibit 2)  
-Patricia Tracy, Administrative Assistant a Shoemaker School, effective August 12, 2005 (Exhibit 3)  
-Barbara Ries, Teacher Aide at Emmaus HS, effective August 15, 2005  
(Exhibit 4)  
-Melissa Waring, Teacher Aide at Eyer MS, effective immediately (Exhibit 5)  
-Lori Cincilla, Teacher Aide at Jefferson School, effective immediately (Exhibit 6)  
-Jacqueline Butz, Food Services Department, effective immediately  
(Exhibit 7)  
-David Domchek, Special Education Teacher at Emmaus HS and Hea  
Varsity Girls' Soccer Coach (Exhibits 7A & 7B)

#### Professional Employee Appointments

Name/Address:	Michelle Capehart 718 Berger Street, Emmaus
Education Level:	B. S. Degree (1987) M. Ed. Degree (1989) Master of Library Science (2003)
Undergraduate School:	West Chester University
Graduate School:	Lehigh University & Kutztown University
Certification:	Instructional II: Library Science, Ment and or Phys Handicapped
Effective:	August 29, 2005
Initial Assignment:	Jefferson/Lincoln Schools Library Vacancy created by resignation of L. Abbott and subsequent transfers.
Experience:	8/89-Present: Southern Lehigh SD 8/87-6/89: Centennial School
Salary:	\$63,100 (Step L, Year 14, Col. M +36)

Name/Address: Heather Day  
6362 Pinecrest Lane, Macungie  
Education Level: B.S. Degree (1992)  
Undergraduate School: East Stroudsburg University  
Certification: Instructional II: Ment and Phys Hand, Family Consumer Science  
Initial Assignment: Emmaus HS – Family & Consumer Science  
(New Budgeted Position)  
Effective: August 29, 2005  
Experience: 9/99-Present: Nazareth SD  
9/92-6/99: East Stroudsburg SD  
Salary: \$56,700 (Step L, Year 14, Col. PC)

Name/Address: Deborah Mathieu  
2589 Fieldview Drive, Macungie 18062  
Education Level: B. S. Degree (1980)  
M. S. Degree (1983)  
Undergraduate School: Indiana University of PA  
Graduate School: Indiana University of PA  
Certification: Instructional II: Speech Correction,  
Supervisor: Supv. Special Education  
Administrator: Elementary Principal  
Initial Assignment: .6 Speech Teacher  
Vacancy created by resignation of C. Sayegh  
Effective: August 29, 2005  
Experience: 8/04-6/05: Parkland SD  
8/91-11/97: Springford Area SD  
8/83-8/91: Montgomery Intermediate Unit  
9/80-6/82: Allegheny Intermediate Unit  
Salary: \$42,780\* (Step O, Year 17, Col. M +36)  
\*.6 of \$71,300

#### Temporary Professional Employee Appointments

Name/Address: Christina Deal  
6472 Hickory Road, Macungie 18062  
Education Level: B. A. Degree (2000)  
Undergraduate School: Purdue University  
Certification: Instructional I: Elementary  
Initial Assignment: Grade 1, Macungie School  
Vacancy created by retirement of J. Eggert and subsequent transfers  
Effective: August 29, 2005  
Experience: 12/00-6/04: Kent School District (WA)  
Salary: \$40,700 (Step D, Year 4, Col. B)

Name/Address: Rebecca Duh  
2535 Covington Avenue, Bethlehem 18017  
Education Level: B. S. Degree (2004)  
Undergraduate School: Bloomsburg University  
Certification: Instructional I: Elementary, Early Childhood  
Initial Assignment: Grade 4, Shoemaker School  
Vacancy created by transfer of M. Mang to Library (A. Treichler retirement)  
Effective: August 29, 2005  
Experience: 11/04-6/05: East Penn SD  
9/04-11/04: Parkland SD  
Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Julia Dweek  
2920 Highland Street, Allentown 18104  
Education Level: B. A. Degree (2004)  
Undergraduate School: Cedar Crest College  
Certification: Instructional I: Elementary  
Initial Assignment: Grade 1, Wescosville School  
Vacancy created by resignation of S. Rockovits  
Effective: August 29, 2005  
Experience: 9/04-Present: Allentown SD  
Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Lisa Hendricks  
779 Westridge Gardens Way  
Phoenixville 19460  
Education Level: B. S. Degree (2003)  
Undergraduate School: Bloomsburg University  
Certification: Instructional I, Special Education  
Initial Assignment: Autistic Support, Wescosville School  
New budgeted position  
Effective: August 29, 2005  
Experience: 7/04-Present: Daniel Boone SD  
7/03-6/04: Capital Area Intermediate Unit

Salary:	\$40,200 (Step C, Year 3, Col. B)
Name/Address:	Sarah Johnson R. D. 1, Box 174J, Sunbury 17801
Education Level:	B. S. Degree (2003)
Undergraduate School:	Berklee College of Music Penn State University
Certification:	Instructional I: Music
Initial Assignment:	Music, Lower Macungie MS/Alburtis School New budgeted position
Effective:	August 29, 2005
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Rosanne Lauchnor 246 Hopewell Drive, Allentown 18104
Education Level:	B. A. Degree (1989) M. Ed. Degree (2005)
Undergraduate School:	Penn State University
Graduate School:	Cedar Crest College
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 2, Alburtis School New budgeted position.
Effective:	August 29, 2005
Experience:	None
Salary:	\$44,900 (Step A, Year 1, Col. M)
Name/Address:	Williams Montepeque 1135 W. Turner Street, Allentown 18102
Education Level:	B. S. Degree (2005)
Undergraduate School:	Kutztown University
Certification:	Instructional I: Spanish
Initial Assignment:	Spanish, Emmaus HS Vacancy created by retirement of J. Maier
Effective:	August 29, 2005
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Nikki Schoch 188 Live Oak Drive, Quakertown 18951
Education Level:	B. S. Degree (1991) M. S. Degree (2004)
Undergraduate School:	Iowa State
Graduate School:	Drexel University
Certification:	Instructional I: Elementary, Family & Consumer Science
Initial Assignment:	Kindergarten – Alburtis School Vacancy created by retirement of R. Gotto and subsequent transfers
Effective:	August 29, 2005
Experience:	None
Salary:	\$44,900 (Step A, Year 1, Col. M)
Name/Address:	Robin Smith 223 Highland Avenue, Lansdale 19446
Education Level:	B. A. Degree (1997) M. S. Degree (2005)
Undergraduate School:	Bloomsburg University
Graduate School:	Gwynedd-Mercy College
Certification:	Educational Specialist I: Secondary School Counselor
Initial Assignment:	Guidance – Emmaus HS Vacancy created by retirement of W. Ritz.
Effective:	August 29, 2005
Experience:	1997-2004: Director of Undergraduate Admissions, Gwynedd-Mercy College
Salary:	\$44,900 (Step A, Year 1, Col. M)
Name/Address:	April Snyder 6410 Reeser Road, New Tripoli 18066
Education Level:	B. S. Degree (2002)
Undergraduate School:	Penn State University:
Certification:	Instructional I, Elementary
Initial Assignment:	Grade 1 – Macungie School Vacancy created by resignation of E. Coverly
Effective:	August 29, 2005
Experience:	9/03-Present: Southern Lehigh SD 9/02-6/03: Our Lady of Hungary Regional School, Northampton
Salary:	\$40,200 (Step C, Year 3, Col. B)
Name/Address:	Kendra Solley 6131 Glen Road, Coopersburg 18036



Education Level:	B. A. Degree (2005)
Undergraduate School:	Widener University
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 1 – Alburtis School Vacancy created by resignation of K. Caiati
Effective:	August 29, 2005
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Tanya Spengler 1461 Minesite Road, Allentown 18103
Education Level:	B. A. Degree (1997) M. Ed. Degree (2001)
Undergraduate School:	Dickinson College
Graduate School:	Lehigh University
Certification:	Instructional II: Ment and Phys Hand
Initial Assignment:	Part-Time Learning Support Special Education, Alburtis School Vacancy created by retirement of C. Grant and subsequent transfers
Effective:	August 29, 2005
Experience:	8/00-Present: Centennial School
Salary:	\$47,600 (Step F, Year 6, Col. M)
Name/Address:	Bryan Svencer 134 Kings Arms at Waterford, York 17402
Education Level:	B. S. Degree (2005)
Undergraduate School:	Millersville University
Certification:	Instructional I, Elementary
Initial Assignment:	Grade 4 – Lincoln School Vacancy created by resignation of N. Miles and subsequent transfers
Effective:	August 29, 2005
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Krystel Scheller 1217 Knossos Road, Whitehall 18052
Education Level:	B. S. Degree (2001) M. Ed. Degree (2004)
Undergraduate School:	Kutztown University
Graduate School:	Lehigh University
Certification:	Instructional I: Special Education
Initial Assignment:	Autistic Support-Lower Macungie MS (New budgeted position)
Effective:	August 29, 2005
Experience:	8/04-Present: Carbon Lehigh Intermediate Unit
Salary:	\$45,400 (Step B, Year 2, Col. M)
Name/Address:	Ariel Scholz 1249 Pennsylvania Avenue, Emmaus 18049
Education Level:	B. S. Degree (2000)
Undergraduate School:	Penn State University
Certification:	Instructional I: Music
Initial Assignment:	Instrumental Music Vacancy created by retirement of B. Kautzman
Effective:	August 29, 2005
Experience:	2/01-2/05: U. S. Army Band
Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Scott Ware 1809 W. Minor Street, Emmaus
Education Level:	B. S. Degree (2000) M. Ed. Degree (2004)
Undergraduate School:	Millersville University
Graduate School:	Lehigh University
Certification:	Instructional I: Special Education
Initial Assignment:	Special Education Learning Support-LMMS Vacancy created by retirement of A. Palmer and subsequent transfers
Effective:	August 29, 2005
Experience:	8/04-Present: Centennial School
Salary:	\$45,400 (Step B, Year 2, Col. M)
Name/Address:	Julianne Ziegler 2653 Cedar Street, Philadelphia 19125
Education Level:	B. S. Degree (2005)
Undergraduate School:	West Chester University
Certification:	Instructional I: German
Initial Assignment:	German – Emmaus HS Vacancy created by retirement of C. Torchia
Effective:	August 29, 2005
Experience:	None

Salary:	\$39,200 (Step A, Year 1, Col. B)
Name/Address:	Laura Kline 154 Roberts Street, Alburtis 18011
Education Level:	B. S. Degree (2001)
Undergraduate School:	Kutztown University
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 1, Jefferson School Vacancy created by resignation of S. Edwards.
Effective:	August 29, 2005
Experience:	8/04-6/05: Upper Perkiomen 8/02-8/04: St. Ann's School, Emmaus
Salary:	\$40,200 (Step C, Year 3, Col. B)
Name/Address:	Erica Beil 426 Carriage Drive, Coopersburg 18036
Education Level:	B. S. Degree (2003)
Undergraduate School:	Slippery Rock University
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 5, Wescosville School Vacancy created by resignation of J. Schuler and subsequent transfers.
Effective:	August 29, 2005
Salary:	\$40,200 (Step C, Year 3, Col. B)

#### Full-Time Substitute Appointments

Name/Address:	Denise Calanese 4535 Canterbury Drive, Emmaus 18049
Education Level:	B. A. Degree (1975) M. S. Degree (1979)
Undergraduate School:	Hofstra University
Graduate School:	C. W. Post College (Long Island)
Certification:	Instructional I: Ment and Phys Hand, Elementary
Initial Assignment:	Grade 1, Wescosville School Opening created by leave of P. Fehlinger
Effective:	August 29, 2005
Experience:	9/02-Present: East Penn SD 6/75-9/81: Brookvale, NY
Salary:	\$39,200 (Step A, Year 1, Col. B)

Name/Address:	Christine Huang 34 Brookfield Drive, Fleetwood 19522
Education Level:	B. S. Degree (2002)
Undergraduate School:	Kutztown University
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 4-Wescosville School Opening created by leave of L. Goehler
Effective:	August 29, 2005
Experience:	9/04-6/05: Fleetwood SD 1/03-6/04: Fleetwood SD (per diem sub.)
Salary:	\$39,200 (Step A, Year 1, Col. B)

Name/Address:	Patricia Lisetski 440 Lisa Court, Allentown 18104
Education Level:	B. S. Degree (1981)
Undergraduate School:	Penn State University
Graduate School:	DeSales University (certification credits)
Certification:	Instructional I: Speech Correction, Elementary
Initial Assignment:	Grade 4-Lincoln School Opening created by J. Hammer leave
Effective:	August 29, 2005
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)

Name/Address:	Nicole Zimmerman 5944 Krause Road, Schnecksville 18078
Education Level:	B. S. Degree (2003) M. Ed. Degree (2005)
Undergraduate School:	Kutztown University
Graduate School:	Kutztown University
Certification:	Education Specialist I: Secondary School Guidance
Initial Assignment:	Guidance, Emmaus HS Opening created by B. Valladares leave
Effective:	August 29, 2005
Experience:	9/03-Present: Northwestern SD
Salary:	\$44,900 (Step A, Year 1, Col. M)

#### 2005-06 List of Per Diem Substitutes

### 2005-06 Per Diem Substitutes –Food Services Department

### Summer Fitness Program Instructors

Stipend: \$31.00/hour

Food Services Department Appointment

Name/Address: Sonia Morales  
705 Eagle Drive, Emmaus  
Effective: August 29, 2005  
Assignment: Emmaus HS - \$10.31/hour; 4.75 hrs./wk.  
(New Budgeted Position)

### Lower Macungie Middle School Team Leaders

<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Sharon Shankweiler	Joanne Richards	Sherry Holub
Rick Frederick	Glenn Schantz	Brent Landrum
Mike Barker	Patrick Hanlon	Chris Kollar
Ellen Nixon		
Jeff Ebert		
Lori Schaeffer		

### Ever Middle School Team Leaders

Pod 1	John Hartzog
Pod 2	Tracie O'Connor
Pod 3	Doug Hunsicker
Pod 4	Cindy Snow
Pod 5	Susan Bauer
Pod 6	George Mack
Pod 7	Richard Weiss/Joe DiRado
Related Arts	Carrie England

### 2005-06 Coaches

See Exhibit 9

### Head Teacher Appointment

Shoemaker School Gwen Marley

Instructors for Community Education, Fall 2005

See Exhibit 10

### Change in Assignment/Employment Status

Employee	From	To
Megan Mang	Grade 1, Shoemaker	Librarian, Shoemaker
Jessica Dischley	Full-Time Substitute	Temporary Professional (New Budgeted Position)
EHS, Spanish		
Carrie Angstadt	Spec. Ed., LMMS	Grade 4, Lincoln
Mary Ann Racek	Grade 1, Lincoln	Grade 3, Lincoln

Food Services Department

Shawna Weida	Kings Highway (2.25 hrs./day)	Shoemaker (3.75 hrs./day)
Frances Greason	Lower Macungie Elem. (2.5 hrs./day)	Alburtis (3.25 hrs./day)
Sandy Zettlemoyer	Lower Macungie Elem. (2.5 hrs./day)	Lincoln (\$2.25 hrs./day)
Gail Pondelek	Macungie PTFSA	Eyer MS FTFSA-(6.25 hrs./day)

### Educational Conferences – Exhibit 11

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 11.

Appointment of Elementary Principal – Jefferson School

Name/Address:	Donna Cortez 1090-L Cold Stream Circle, Emmaus
Education Level:	B. S. Degree (1996) M. Ed. Degree (1999)
Undergraduate School:	Cedar Crest College
Graduate School:	East Stroudsburg
Certification:	Administrative I: Elementary Principal Instructional II: Reading Specialist, Elementary
Initial Assignment:	Principal, Jefferson School Vacancy created by resignation of L. Smith
Effective:	To be determined
Experience:	7/02-Present: Allentown School District, Principal, Roosevelt Elementary School 9/98-6/02: IST Teacher, Stroudsburg Area SD 8/96-8/98: Pleasant Valley SD (Grade 3 Teacher)
Salary:	\$90,000, plus all benefits included in the Act 93 Agreement

Appointment of Assistant Principal – Emmaus High School

Name/Address:	David Domchek 1553 Oakland Street, Bethlehem 18017
Education Level:	B. S. Degree (1993) M. Ed. Degree (1996)
Undergraduate School:	University of Scranton
Graduate School:	Lehigh University
Certification:	Administrative: Principal, K-12 Instructional II: Ment and/or Phys. Hand.
Effective:	To be determined
Initial Assignment:	Assistant Principal, Emmaus HS (New budgeted position.)
Experience:	8/98-Present: East Penn SD 9/96-8/98: Wilson Area SD
Salary:	\$70,000, plus all benefits included in the Act 93 Agreement

Appointment of Temporary Professional Employee

Name/Address:	Megan Sly 2117 Swamp Pike, Gilbertsville 19525
Education Level:	B. S. Degree (2005)
Undergraduate School:	Kutztown University
Certification:	Instructional I: Elementary
Effective:	August 29, 2005
Initial Assignment:	.5 Kindergarten, Shoemaker School (New budgeted position)
Experience:	None
Salary:	\$19,600 (Step A, Year 1, Col. B)

  

Name/Address:	Jeffrey Shreck 8870 Piccadilly Circle, Waynesboro 17268
Education Level:	B. S. Degree (2005)
Undergraduate School:	Kutztown University
Certification:	Instructional I: Art, K-12
Initial Assignment:	Art, Shoemaker School Vacancy created by resignation of S. Witko
Experience:	None
Salary:	\$39,200 (Step A, Year 1, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address:	Laurie Hillanbrand 575 North Sixth Street, Emmaus
Education Level:	B. S. Degree (1984)
Undergraduate School:	Penn State University
Certification:	Instructional I: Elementary
Initial Assignment:	Grade 1, Shoemaker School (Opening created by the leave of A. Cross)
Effective:	August 29, 2005
Experience:	8/04-1/05: East Penn SD 11/01-6/02: East Penn SD 9/84-3/86; 9/97-6/01: Allentown SD; East Penn SD (per diem substitute)

Dr. Morgan introduced Dave Domchek as the new Assistant Principal at Emmaus HS. She noted that Ms. Cortez and Mr. Delaco complete the administrative appointments. She said there is diversity in backgrounds,

life experiences, and college backgrounds. Mrs. Thompson said she was sad when so many teachers who she considered institutions retired, but she was glad to see that many of them are listed on the substitute list so the talent the district once had would not be lost. Addressing the new position for Alburtis, Mr. Robert suggested that the district could modify the redistricting plan by sending the students from Ancient Oak West to Shoemaker and add a teacher. He talked about the number of townhomes that are anticipated in the vicinity of Alburtis that will impact on the capacity of Alburtis. Dr. Morgan said they did review the area of Ancient Oak West and what was found is that the whole area could not be moved. The administration will also be looking at new developments that would have been in the Alburtis boundary but because of rooms will need to be redistricted to another school. She noted that in Emmaus there is a possibility of an additional 40 townhomes as well. The change from September 2004 to June 2005 was an overall increase of 30 students. The change from September 2004 to now is an increase of 167 students. This is the second year for an increase in elementary. There is also an increase in the high school numbers but a decrease in the middle school numbers. With the upturn in elementary, this could mean an additional elementary building since the numbers are there. Mr. Richwine asked if the enrollments received this evening included the 1.5 teachers. Dr. Morgan replied that it does include the 1.5 teachers for Alburtis.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson----8

Absent: Gannon-----1

Motion by Ballard, Seconded by Earnshaw

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

Appointment Supervisor of Special Education (New Budgeted Position)

Name/Address:	Ronald DeIaco 110 Fort Sumter Road, Alburtis 18011
Education Level:	B. S. Degree (1970) M. Ed. Degree (1984)
Undergraduate School:	Hiram Scott College
Graduate School:	Lehigh University
Certification:	Immaculata University Supervisory-Supv. Special Education Administrative-Principal (K-12) Instructional II-Ment and or Phys. Hand., Health & Physical Education
Effective:	To be determined
Experience:	2003-Present: North Penn SD (Special Education Supervisor) 1976-2003: Berks County Intermediate Unit
Salary:	\$92,000

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

Aye: Ballard, Earnshaw, Kowalchuk, Richwine, Robert, Thomas, Thompson-----7

Abstention: Fuller-----1

Absent: Gannon-----1

Ms. Fuller has completed a Conflict of Interest Abstention Memorandum and it is attached to the minutes of this meeting.

Motion by Robert, Seconded by Earnshaw

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

Temporary Professional Employee Appointment

Name/Address:	Bruce Denmead 437 Belvidere Street, Nazareth 18064
Education Level:	B. S. Degree (1999)
Undergraduate School:	West Chester University
Certification:	Instructional I: Music
Effective:	August 29, 2005
Initial Assignment:	Music/Band Director, Emmaus HS Vacancy created by resignation of D. Gosllin.
Experience:	6/02-Present: Cranford (NJ) SD 6/01-6/02: Phillipsburg SD 6/99-^/01: Allentown Central Catholic HS
Salary:	\$42,200 (Step G, Year 7, Col. B)

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

Aye: Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----7

Abstention: Ballard-----1

Absent: Gannon-----1

Mr. Ballard has completed a Conflict of Interest Abstention Memorandum and it is attached to the minutes of this meeting.

2. 2005-06 Ticket Pricing for Sports – Exhibit 12

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the 2005-06 Ticket Pricing for Sports as outlined in Exhibit 12.

This resolution was duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8  
Absent: Gannon-----1

5. Education

1. Textbook Adoption – Exhibit 13

Motion by Earnshaw, Seconded by Ballard  
RESOLVED, That the East Penn Board of School Directors approve the textbooks listed on Exhibit 13.

This resolution was duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8  
Absent: Gannon-----1

6. Facilities

1. Emmaus HS Bleacher Project – Tabled July 11, 2005

Motion by Earnshaw, Seconded by Thomas  
RESOLVED, That the East Penn Board of School Directors remove from the table the Emmaus HS Bleacher Project resolution.

In response to a point of order from Mr. Ballard regarding the tabled motion, Solicitor Marc Fisher indicated that the Board could remove the motion from the table, discuss the previous motion, and then make modifications or simply propose a new motion.

This resolution was duly adopted by the following roll call vote:  
Aye: Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----7  
Nay: Ballard-----1  
Absent: Gannon-----1

Emmaus HS Bleacher Project

Dr. Morgan said the discussion at the previous meeting may have implied that some type of inappropriate action had taken place regarding this project. She clarified that there was no inappropriate action and there was appropriate documentation for the funds. In terms of how we handle situations like this, this was probably a first. Some very generous people donated this money to the field and the district appreciates it. Mr. Reigal reported that he had discussed the situation with the auditor and he felt the steps taken were appropriate. One of the modifications is that the project as it came in would have had the ADA requirements at both ends of the bleachers. It is not necessary to have access at both ends of the bleachers to be in compliance. Mr. Reigal explained the saving for the modification would be about \$30,000. He said the bids that are for site work would have to be rejected and rebid. The total cost would then be \$113,070 but with accepting the contributions the cost to East Penn would be \$63,970. The ADA requirement related to part of the motion on the table includes access ramps for both sides of the bleachers system. The minimum that would have to be done is to put the ramp on the Pine Street side of the bleachers. Mr. Ballard commented on district policy and fiscal controls. Mrs. Thompson noted that Mr. Reigal had talked to the auditor about the situation. Mr. Reigal explained that he had talked to Mr. Bill Gorman who is currently conducting an audit for the past year. He showed Mr. Gorman the documentation and he assured that there were no violations to accounting or auditing standards. In fact, Mr. Gorman felt the situation was handled well and the money was not placed in the district accounts. He also had no problem with two of the checks being converted to cashiers' checks. Mr. Ballard asked that the opinion be put in writing. Mr. Ballard felt the motion should be amended to take the minimum option. Solicitor Fisher said the current motion should be rejected because the site work will need to be rebid. Mr. Ballard withdrew his motion. Mr. Robert asked what could be done to prevent from having ADA left out of a project in the future. He also asked why \$40,000 out of the \$60,000 is related to site work and only \$21,000 related to expansion. Mr. Carl, Supervisor of Maintenance, said that a walkway was included so there would be access from where people would park. The initial project did include ADA but somehow through the process the seating was reduced and the ADA was missed. Ms. Fuller commented on the generosity of the groups who had provided funding. Ms. Fuller asked if the allocation of the field use would be based on the allocation of funds, especially since the marching band is not represented. Dr. Morgan said they would be treated equally. Ms. Fuller said the outgoing band director had said the band would only have access once in the season. Dr. Morgan said she would follow up but the field use is almost 24/7. She said the expansion makes it attractive for band tournaments. Mrs. Thomas asked if the bleachers would be for 1200 and was told that it will remain the same. Mr. Ballard commented that the letter from the engineer indicates that the bleachers were to be portable but because of wind concerns and other issues the portable bleachers were bolted down and that made them more permanent and that is when ADA became an issue.

Ms. Kowalchuk said she appreciated the donations that were made for the project. She felt there are other projects that are priorities, especially Eyer MS. She expressed her support for the ADA minimum. Mr. Richwine said if the motion is rejected and then it is rebid for site work would the motion for the bleachers remain the same. Mr. Fisher said the bleachers would not have to be rebid.

Motion by Ballard, Seconded by Earnshaw  
RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent to Award" contracts for Emmaus High School Bleacher Project with Grace Industries, Inc., Lehigh Valley, PA at a low base bid of \$62,040 and also accept the alternate bid of \$10,710.00, for a total bid of \$72,750.00

Note: Base cost includes all the site preparation and concrete pads. Alternate costs are all paved walkways to seating areas. Also, note a change order credit will be offered from the synthetic turf field contractor which will offset the cost of the alternate, and,

Be it further

RESOLVED, That the East Penn Board of School Directors accept the pledged monies in the amount of \$50,000.00 to help offset costs related to the purchase of the aluminum bleacher systems.

Note: In accordance with Board Policy 702, Gifts, Grants, and Funds, donations were received from the following:

Mr. & Mrs. Joseph Gray - \$15,000 (by June 1, 2005)  
Emmaus Adult Booster Club - \$15,000 (by May 19, 2005)  
Boys' Soccer Booster Club - \$5,000 (received April 1, 2005)  
Girls' Soccer Booster Club - \$5,000 (received April 1, 2005)  
Field Hockey Booster Club - \$2,000 this spring and \$3,000 next spring  
Mr. & Mrs. Sam Landis - \$3,000 (received April 16, 2005)  
Bridgestone/Firestone Corporation - \$2,000 (received Jan. 15, 2005)

(The total amount of our current contributions is \$50,000)

Be it further

RESOLVED, That the East Penn Board of School Directors award the outdoor aluminum bleacher system to Recreation Resource, Inc., PO Box 371, Kennett Square, PA in the amount of \$81,780.00 under state contract #4600002246, Vendor #127948, and

Be it further

RESOLVED, That the East Penn Board of School Directors name the soccer field "Memorial Field" in honor of the many students, faculty and staff who have passed away, and,

Be it further

RESOLVED, That the "Notice of Intent to Award" contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with appropriate parties being authorized to sign the documents. Submittal and approval of the required Bonds, Certificates of Insurance and the required documents from the contractors as specified in the Bid Instructions and Material, and execution of a contract as required in the bid instructions. All of the aforementioned being completed to the satisfaction of the district solicitor.

This motion was defeated by the following roll call vote:

Nay: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8

Absent: Gannon-----1

Solicitor Fisher clarified that the new motion should include everything in the rejected resolution except the first paragraph that calls for rebidding the site work.

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors authorize the rebidding of the site work for the Emmaus High School Bleacher Project to include the minimum ADA requirements.

Be it further

RESOLVED, That the East Penn Board of School Directors accept the pledged monies in the amount of \$50,000.00 to help offset costs related to the purchase of the aluminum bleacher systems.

Note: In accordance with Board Policy 702, Gifts, Grants, and Funds, donations were received from the following:

Mr. & Mrs. Joseph Gray - \$15,000 (by June 1, 2005)  
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Bridgestone/Firestone Corporation - \$2,000 (received Jan. 15, 2005)

(The total amount of our current contributions is \$50,000)

Be it further

RESOLVED, That the East Penn Board of School Directors award the outdoor aluminum bleacher system to Recreation Resource, Inc., PO Box 371, Kennett Square, PA in the amount of \$81,780.00 under state contract #4600002246, Vendor #127948, and

Be it further

RESOLVED, That the East Penn Board of School Directors name the soccer field "Memorial Field" in honor of the many students, faculty and staff who have passed away, and,

Be it further

RESOLVED, That the "Notice of Intent to Award" contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with appropriate parties being authorized to sign the documents. Submittal and approval of the required Bonds, Certificates of Insurance and the required documents from the contractors as specified in the Bid Instructions and Material, and execution of a contract as required in the bid instructions. All of the aforementioned being completed to the satisfaction of the district solicitor.

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

Aye: Ballard, Earnshaw, Fuller, Richwine, Robert, Thomas, Thompson-----7  
Nay: Kowalchuk-----1  
Absent: Gannon-----1

2. Settlement for Repairs to Nesbittaire Units – Exhibit 14

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors accept the \$8,000.00 settlement for repairs to the Nesbittaire units at Emmaus High School and authorize execution of the release of claims with Mestek, Inc. through its Nesbitt Division, 260 North Elm Street, Westfield, MA and A & W Technical Sales, Inc., 420 Commerce Lane, Suite 3, West Berlin, NJ as per Exhibit

Note: The release of claims has been reviewed by Solicitor Fisher.

Agreement with Borough of Alburtis for Use of Ball Fields  
(Exhibit 15)

RESOLVED, That the East Penn Board of School Directors approve the Agreement with the Borough of Alburtis for the use of the ball fields as described in Exhibit 15.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson--8  
Absent: Gannon-----1

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine said the IU Board discussed the 2005-06 CLIU goals. Goal 1 deals with additional revenue that can be accrued, not from the sponsoring districts, but through the various services that can be provided by the IU for outside entities, especially in the MIS Department. The primary function of the IU is to service the sponsoring districts. Goal 2 relates to the new building. Ground has been broken and it is hoped that the IU will be moving into the new facility within the year. Mr. Richwine also noted that the CLIU is the first one in the state to have a Middle States review.

-Lehigh Career and Technical Institute

F. Fuller

A. Thompson  
T. Richwine

Mrs. Thompson indicated that the Joint Operating Committee does not meet in July so therefore there is no report.

8. Business Operations

1. Bill List Approval

Motion by Robert, Seconded by Thomas

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

Designation of Depository

RESOLVED, That the East Penn Board of School Directors designate the following additional depository for funds of the East Penn Penn School District for the 2005-06 fiscal year:

Sovereign Bank

Natural Gas Service Agreement – Exhibit 16

RESOLVED, That the East Penn Board of School Directors approve the Agreement with Texon L. P. for Natural Gas Service for the period September 1, 2005 through August 30, 2006.

Capital Fund Disbursements – Exhibit 17

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Account and General Obligation Bond Series A of 2004 for the items listed on Exhibit 17.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8  
Absent: Gannon-----1



9. Other

-Mrs. Thomas asked Mr. Reigal to explain the capital reserve fund and operating budget for the parents in attendance. Mr. Reigal explained that the capital reserve fund was established over years from bond refinancing and other funds of that nature. The funds may only be used for capital projects. The general fund budget contains tax levy and the real estate taxes.

-Mr. Ballard reported that there are several proposals from legislators who are looking for tax reform measures. He noted that one proposal deals with installment payments for real estate taxes. He said this would be a nightmare for the school districts and tax collectors. Referring to the aftermath of Act 72, he said there are a lot of legislators who would like to "punish" the school districts that did not accept Act 72. On the other hand, there are legislators who do not want anything to do with any form of Act 72. The feeling right now is that nothing will probably happen.

Mr. Ballard proposed two resolutions for consideration for the 2006 PSBA Platform. The deadline for submitting platform items for consideration is Friday, August 12. One of his proposals deals with holding legislators accountable for unfunded mandates or increased mandates that force school board's to raise taxes. Legislators will not raise taxes for subsidy funding but force school boards to raise taxes. Mr. Earnshaw asked that partially funded mandates also be included. Mrs. Thomas asked what the process is when the resolutions are introduced. Mr. Ballard said the PSBA Platform Committee will consider the resolution and, if accepted, it will go to the Legislative Policy Council. Mr. Richwine suggested partially funded be changed to adequately funded. Mr. Robert questioned whether PSBA should be doing this type of thing when they are lobbying legislators for legislation. Mrs. Thompson asked how board members would hold the legislators accountable. Mr. Ballard said PSBA has been very cautious about being critical of legislators. He suggested that there could be press releases on the cost of mandates and citing the legislators who introduced the legislation. Mrs. Thompson felt that PSBA already does do that type of public relations. Mr. Ballard cited Act 72 as an example where PSBA was blamed for "leading the charge against Act 72." Mr. Ballard introduced the following resolution:

Motion by Ballard, Seconded by Richwine  
RESOLVED, That the East Penn Board of School Directors adopt the following resolution for the 2006  
Legislative Platform:

PSBA will hold the State Legislature and individual legislators publicly  
accountable for actions that legislators take that create or increase inadequately  
funded mandates and/or force school districts to raise taxes.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Thomas, Thompson-----7  
Nay: Robert-----1  
Absent: Gannon-----1

Mr. Robert talked about increasing the income levels for senior citizens or giving districts the ability to set the income levels for rebate. Ms. Kowalchuk also talked about exceeding the current income limitations. After discussing wording for this resolution, Solicitor Marc Fisher explained his position on the issue and subsequently presented the wording for the resolution after the Board had discussed if there was current legislation regarding the concept.

Motion by Robert, Seconded by Thomas  
RESOLVED, That the East Penn Board of School Directors adopt the following resolution for the 2006  
Legislative Platform:

PSBA support legislation to explicitly authorize school districts to  
offer senior citizen tax rebate programs in excess of any currently  
established state programs.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-8  
Absent: Gannon-----1

10. Announcements

Monday, August 8 6:00 p.m.- Act 34 Hearing-Eyer MS Auditorium  
7:30 p.m.-Board Meeting, Eyer MS Auditorium  
Monday, August 22 7:30 p.m.-Board Meeting

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at  
8:50 p.m.

Cecilia R. Birdsell, Board Secretary



## Order of Business

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

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

Board members present: C. H. Ballard, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Board member absent: A. Earnshaw  
Solicitor: Marc S. Fisher, Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Superintendent of Schools: Alrita L. Morgan, Ph.D.  
Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

### 2. Requests to Address the Board

Shaun Whalen, 5301 Hanover Drive, Wescosville and Brookside Villa development, expressed concern about the ball fields being developed behind Wescosville School. The plan presented included ball fields, and a paved path from Hanover Drive. Their biggest concerns deal with traffic, lighting, parking, noise, and safety. He talked about the high level of traffic currently on Brookside Road and the traffic on Hanover Drive. He felt that parking would overflow on to the streets into the development and increase the safety risks for the children. Residents will also be impacted by the increased traffic for games held on the site. He suggested that the school district change the plans and build the fields behind Eyer MS. If the fields must be built in Wescosville, then he suggested the paved path be eliminated as well as the fence along the length of the ball fields. He also suggested that there be stipulations that no lighting be added later and that the tree line not be changed.

Jeri Bonenberger, 329 Moty Drive, Alburtis and President of the Alburtis PTO, thanked the administration and the Board for addressing the enrollment needs of Alburtis by adding an additional fifth grade. She said that Alburtis currently has 504 students, adding there are three problem areas: Grade 4, Grade 3, and Grade 1. She noted the music room is being used for learning support and music classes will be taught in the cafeteria. She felt more teachers were needed in those grades and suggested that the two learning support classes be sent to other schools that have the space. She asked that this be addressed this evening. She suggested that the redistricting plan be revised and that one of the schools closed be re-opened. She also suggested that portables be added. She spoke about the difficulty of learning in a large class and students who would fall between the cracks.

Gretchen Laubach, 2120 Aster Road, Macungie requested that students from Ancient Oak West be redistricted back to Shoemaker School or give parents the option to return to Shoemaker.

Responding to the concerns expressed about class enrollments, Dr. Morgan said that all of the information available (building permits) to the district did not anticipate the growth as rapidly as it has happened. There is the option of giving some choices for the AOW students but having the whole development go to Shoemaker did not fit for K-5. She noted that there is a lot of changeover this time of year, citing the return of bus cards for students who have moved and the district was not notified. The administration will look at what accommodations can be made to even out the classes by busing some students to Shoemaker. She said later in the meeting there would be discussion about the enrollments. Ms. Gannon asked about the special ed students who may be at Alburtis from another school. Dr. Morgan said that students usually go to the home school first but, in the case of specialized programs, there may be students from other schools. She said that it might be a possibility to move the whole class to another school next year.

Mrs. Thompson asked if Mr. Whalen would be contacted. Dr. Morgan said there would be some follow-up and that the discussion later may be helpful.

### 3. Approval of Minutes

Motion by Ballard, Seconded by Robert  
RESOLVED, That the East Penn Board of School Directors approve the minutes  
for the August 8, Board Meeting.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Superintendent of Schools - Alrita L. Morgan, Ph.D.

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

#### Resignations

Carol Stengel, Spanish Teacher at Emmaus HS, effective August 9, 2005 (Exhibit 1)

Kim Miller, Teacher Aide at Lower Macungie MS, effective immediately (Exhibit 2)  
 Jodi Kneedler, Teacher Aide at Emmaus HS, effective immediately (Exhibit 3)  
 Eileen Gottschall, Health Room Aide, effective immediately (Exhibit 4)  
 John Carter, Hall Monitor at Emmaus HS, effective immediately (Exhibit 5)  
 Claire Danko, Teacher Aide at Emmaus HS, effective immediately (Exhibit 6)  
 Lisa Stone, Food Services Department at Macungie School, effective immediately (Exhibit 7)  
 Lisa Marten, Teacher Aide at Alburtis School, effective immediately (Exhibit 7A)  
 Tami Fenstermaker, Teacher Aide at Emmaus HS, effective immediately (Exhibit 7B)

#### Professional Employee Appointments

Name/Address:	Stephanie Ardito 6385 Manzanita Drive, Macungie
Education Level:	B. A. Degree (1994) M. Ed. Degree (2000)
Undergraduate School:	Penn State University
Graduate School:	East Stroudsburg
Certification:	Instructional II: Spanish
Initial Assignment:	Spanish, Emmaus HS Vacancy created by resignation of C. Stangel
Effective:	August 29, 2005
Experience:	1/01-3/02: East Penn SD 9/95-12/00: Nazareth SD
Salary:	\$48,300 (Step G, Year 7, Col. M)
Name/Address:	Ann O'Hara 3338 Winchester Road, Allentown 18104
Education Level:	B. S. Degree (1996)
Undergraduate School:	Cedar Crest College
Certification:	Instructional I: Mathematics
Effective:	To be Determined
Initial Assignment:	Mathematics, Emmaus HS Vacancy created by resignation of J. Billman
Experience:	8/00-Present: LCTI (Lehigh Career & Technical Institute) 8/99-8/00: Pen Argyl SD
Salary:	\$42,200 (Step G, Year 7, Col. B)
Name/Address:	Michelle Hoffman 326 Spruce Street, Emmaus
Education Level:	B. S. Degree (1991) M. Ed. Degree (1993)
Undergraduate School:	West Chester University
Graduate School:	Lehigh University
Certification:	East Stroudsburg University
Effective:	Instructional II: Ment and/or Phys. Hand.
Initial Assignment:	To be determined Special Education, Eyer MS (PT Learning Support) Vacancy created by transfer of D. Domchek
Experience:	9/93-Present: Allentown SD
Salary:	\$60,300 (Step L, Year 13, Col. M +12)
Name/Address:	Dawn Keilly 197 Washington Street, East Stroudsburg (1996)
Education Level:	B. A. Degree & B. S. Degree (1996)
Undergraduate School:	East Stroudsburg University
Certification:	Instructional I: German
Effective:	On or about 11/7/05
Initial Assignment:	German, Emmaus HS New Budgeted Position
Experience:	8/00-Present: Pocono Mountain SD 11/96-11/99: Lehigh County Probation Officer
Salary:	\$41,700 (Step F, Year 6, Col. B)

#### Change in Teaching Assignment

Employee:	Kim Lysakowski
From:	IST Teacher, Alburtis School
To:	Grade 5, Alburtis School

#### School Bus Driver List - See Exhibit 8

#### Additions to the 2005-06 List of Per Diem Substitutes

Jennifer Rosa, Elementary	Sharon Norman, Elementary
Patricia Folk, Science	Bradley Morris, Spanish
Eileen Gottschall, Teacher Aide	Maureen Cope, School Nurse
Lindsay Rudolph, Elementary	Erica Berkheimer, Elementary
Victoria Lanouette, Elementary	Kimberly Gilbert, Food Services

#### Support Staff Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Susan Mondovich 318 Windsor Place, Macungie	Hall Monitor, EHS Vacancy-J. Carter resignation	\$10.70/hr. 30 hrs./wk.
Lenore Hare 3315 Hope Drive, Emmaus	Health Room Aide, Jefferson/ Alburtis-New budgeted position	\$15.00/hr. 32 hrs./wk.
Steve Miller 3500 Broadway Street Allentown 18104	Remedial Assistant, Wescosville Vacancy-K. Dremock resignation	\$11.80/hr. 25 hrs./wk. Maximum
Debra Homa 500 Cypress Street Wescosville 18106	One-to-one Aide, EHS (Sp. Ed.) Opening: Transfer of G. Wagner	\$10.70/hr. 32.5 hrs./wk.
Anna Trzaska 5272 Riverview Drive Center Valley 18034	Health Room Aide, Macungie New Budgeted Position	\$15.00/hr. 32 hrs./wk.
Robin Molnar 22 N. Sixth Street, Emmaus	Hall Monitor, Emmaus HS Vacancy: Resignation of C. Danko	\$10.70/hr.

#### Staff Transfers - See Exhibit 9

#### Co-Curricular Advisors

<u>Name</u>	<u>Activity/Eyer MS</u>	<u>Stipend</u>
Tracie O'Connor	NJHS	\$499, Club C
Heidi Rauch	NJHS	\$499, Club C
Sue Carraher	Builders Club	\$1248, Club D
Alene Kraus	Jr. Kid to Kid	\$624, Club D
Tracy Arnold	Jr. Kid to Kid	\$624, Club D
Kathy Norton	Band Front, Director	\$520
Carrie England	Band Director	\$2913
	Ski Club	\$260
Erin Marks	Choral Director	\$2081
Steven Braglio	Event Technical Dir.	\$31.00/hour, under 6 hrs.
	Web Design	\$416
Sue Bauer	Math Counts	\$260
Lisa Fisher	Student Government	\$624
Doug Hunsicker	Student Government	\$624
Kelly Stellato	Math Counts	\$260
Jason Palmer	Web Design	\$416

#### Educational Conferences - See Exhibit 10

That the East Penn Board of School Directors approve the expenses of the individuals attending the educational conferences listed on Exhibit 10.

#### Informational

In accordance with Board Policy 702, Gifts, Grants, and Funds, the following donations were received:

#### Macungie School

Emmaus Rotary Club	\$2,000	Replace folding tables for after school activities
Macungie PTC	\$21,000	For the purchase of new playground equipment to be installed at west end of property

#### Temporary Professional Employee Appointment

Name/Address:	Heather Haas 1837 Fern Court, Whitehall 18052
Education Level:	B. S. Degree (2004)
Undergraduate School:	Penn State University
Certification:	Instructional I, Art K-12
Initial Assignment:	.6 Art, Elementary Vacancy created by resignation of A. Caprio
Effective:	August 29, 2005
Experience:	1/05-6/05: State College SD, per diem substitute
Salary:	\$23,520 (Ste A, Year 1, Col. B-.6 of \$39,200)

#### Full-Time Substitute Teacher Appointments

Name/Address: Annette Ackerman  
7189 Periwinkle Drive, Macungie  
Education Level: B. A. Degree (1986)  
Undergraduate School: Penn State University  
Certification: Instructional I: Ment and/or Phys Hand.  
Effective: August 29, 2005  
Initial Assignment: Special Education, Wescosville School  
Opening created by leave of J. Moseman  
Experience: 01-02, 04-05: East Penn SD (per diem substitute)  
9/86-6/91: Lincoln Intermediate Unit  
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Cathleen Lawless  
4024 S. Second Street, Emmaus  
Education Level: B. S. Degree (1994)  
Undergraduate School: Kutztown University  
Graduate School: Immaculata University, certification credits  
Certification: Instructional I: Elementary, Early Childhood,  
Special Education  
Effective: August 29, 2005  
Initial Assignment: Special Education, Emmaus HS  
Opening created by leave of S. Mann  
Experience: 04-Present: Ken-Crest EmployNet  
1999-2000: Per diem substitute in a variety of school districts.  
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Bradley Morris  
979 N. Main Street, Ephrata 17522  
Education Level: B. S. Degree (2005)  
Undergraduate School: Millersville University  
Certification: Instructional I: Spanish  
Effective: August 29, 2005  
Initial Assignment: Spanish, Emmaus High School  
Opening created by leave of S. Kutz  
Experience: None  
Salary: \$39,200 (Step A, Year 1, Col. B)

#### Appointment of Health Room Aide

Name/Address: Lisa Wetzel  
3521 Regent Court, Allentown 18103  
Initial Assignment: Health Room Aide, Eyer MS  
New budgeted position  
Effective: August 29, 2005  
Salary: \$15.00/hour, 32 hrs./wk.

#### Additions to the 2005-06 List of Per Diem Substitutes

Ellen Martin, Elementary  
Michele Shara, Elementary  
Tami Fenstermaker, Teacher Aide  
Mike Mahalik, Science  
Virginia Kulp, Food Services Department

#### Food Services Department Staff - See Exhibit 8A

#### Co-Curricular Advisors

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Michael Brusko	Freshman Football Coach	Volunteer
Stephanie Hoch	Varsity Cheerleading	\$3234.00

#### Carbon Lehigh Intermediate Unit Personnel -After-School Meetings

Nora Deppen	Diane Guesto	\$31.00/hour
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Mrs. Daniel indicated that a majority of the teaching positions have been filled with the exception of the one elementary IST teacher. In several cases there are teachers coming from other districts and they have not been released from those districts. There will be a substitute in the German position until the person hired can be released. Mr. Ballard commented on the addition of personnel to address the increasing enrollment.

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

Aye: Ballard, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----

-----8

Absent: Earnshaw-----

-----1

5. Long Term Facilities Planning - Discussion

Dr. Morgan said that 20-25 years ago there was probably this same discussion about facilities. When the building program was started, there were 20 portables at the high school that people actually thought had been an addition. What is different from years ago is that we are not in a crisis stage but the district is growing faster than the indicators have shown. She spoke about Master Plan Goals 2002 that came out of the original plan from February 13, 1995. She said the K-5 structure is in place; the facilities should have the special areas but unfortunately the music room had to be used at Alburtis; elementary has a minimum of two grades per level in place; and co-curricular activities on district properties is not complete. The goal for a comprehensive safety plan is in place both at the district and building level but it is time to do a study to be sure the district is on top of any new requirements. Maintaining cohorts in place K-12 was considered in the redistricting but it may not be kept if students have to be sent to other buildings to achieve a balanced enrollment. Dr. Morgan said many people have been around for the achievement of many of these goals. The discussion is now can we be ahead of the situation rather than reacting to it. The administration has identified major areas where data is available so a comprehensive picture can be put in place. The opportunities at the secondary level have changed over the years and there may be ways to address classroom space in that area. The full-day program for LCTI that includes academics, technology, and the new trends in best practices provides opportunities to look at programs in a different manner. She said we need to look at what we have and we will keep as well as the use of the buildings. For example, there is a population of students that would benefit from mentoring/partnership programs, late afternoon/evening classes, etc. It may not be necessary to have everyone in the building during the same set of hours. There are many trends and opportunities to investigate. She said a feasibility study should be conducted as well as a graduate study for Emmaus High School students.

Mrs. Daniel reported on the building permits, noting Lower Macungie Township as showing the most increased growth. However, there are also building plans for Upper Milford, Macungie, and Emmaus. In speaking with officials in Lower Macungie, Mrs. Daniel said that neither the Township nor the district, expected the Hills of Lockridge development to grow so rapidly. The Township has indicated that they have limited the number of building permits the builder can submit in a day. They also indicated that there is a development group buying up as many as 15-20 twin homes and renting them as they are built. This is much different from families buying the homes. The development has been in the planning stage for ten years and the growth anticipated should have been slow and steady as it has been in other areas of the district. The Hills of Lockridge has impacted Alburtis significantly this year. All indicators are saying that the housing boom will start to slow down. District administration has also been informed that there are not large parcels of land left in the district where additional large developments can be established. The developments would be 20-30, not the 700 at the Hills of Lockridge. There are two different developers working at both ends. Dr. Morgan said everyone thought Emmaus was developed and now there is a proposal to put in 40 large town homes. Mr. Robert indicated that there are another 118 homes being built next to the Hills of Lockridge. Mr. Ballard said he has been listening to discussions on this topic where there was always someone claiming that the district was overbuilding but until the district is land locked that will not be occurring. He commented that the surrounding communities are encouraging this residential growth rather than light industry to offset the expenses by bringing in more revenue. He noted that one house does not offset the cost of educating a child in the district.

Mrs. Thompson reported the following number of building permits per year for Lower Macungie Township: 2003-612 building permits; 2004-675 building permits; 2005 (8/1): 477. Dr. Denise Torma, Assistant Superintendent, reported that the average district growth was 2% over the last five-year period. There has been a total growth of 868 students in a five-year period. Dr. Morgan said the projections have been accurate over time but the rapid development has changed the projections. She noted that there is a more aggressive approach to the enrollment projections.

Dr. Morgan said the number of instructional spaces available in the district amounts to one gifted class space in Wescosville. Reviewing the other elementary buildings, she reported that all buildings are full. At the secondary level, all instructional spaces are full at the Lower Macungie MS, Eyer MS, and Emmaus High School. This means that classes are not being held in substandard spaces. Classrooms at the high school are not necessarily dedicated to one class and every teacher does not have his/her own room. There is movement from one classroom to another and a percentage of the building that is totally full. However, this district is at a very high usage rate. Mr. Ballard asked how many classrooms could be reclaimed by using spaces for smaller classes. Dr. Morgan responded that there are no spaces at the elementary level and at the high school level there may be a smaller class that could use a conference room that is currently be used for remediation. Lower Macungie Middle School has already used a team room for a computer lab. Mr. Ballard noted that it at least three years to build a school. He reviewed the growth in classes and the number of teachers needed to teach

these students. He felt the district needed to accelerate the process of determining where the space is needed and develop a plan within the next three or four months. We need to also look at innovations. One of Mr. Ballard's suggestions was to use Lower Macungie Elementary as an art or music center and bus students there or look for commercial space. He said there are people who have been quoted about not adding one million dollars in personnel to the budget every year but five additional teachers each year already calculates to a quarter million dollars. He felt the district should have started looking for space last year. Mrs. Thompson said she wanted the audience to know that the Board has not been negligent about building more space but the Alburdis School site would not sustain a larger building and the Plancon process does not allow for overbuilding. Dr. Morgan said in the planning process it looked like the buildings would be adequate. She said the district could accelerate and be aggressive about getting this plan in place. An elementary school will be needed shortly. There are still ways to manipulate space at the secondary level.

Addressing the land available, Dr. Morgan reported that there is property adjacent to the Wescosville School and property available next to Shoemaker/Macungie but that would not support another elementary school; and the far end of the Lower Macungie Elementary site. Kings Highway is not a viable space. There is a small space at the top of Fourth Street that is in the wetlands. Sauerkraut and Willow would support another elementary school. The size of the school would be up to 400-500 students. Mr. Robert talked about the state guidelines for an elementary school and he calculated that it could be about 15 acres. Solicitor Fisher said the property that was acquired was 23 acres next to the Wescosville School. Dr. Morgan said the Wescosville School does not use that space. She said that there are footprints for schools on both the Lower Macungie Elementary School site and the Wescosville School site. Mr. Robert felt there were too many schools on the Eyer/Shoemaker/Macungie site. When Eyer is finished, there will be some growth there. Dr. Morgan said this is the information that we have at present.

Mr. Reigal said the economic outlook in the Lehigh Valley is positive. A lot of the projections show businesses coming and there does not seem to be a basis for concern. He addressed the borrowing situation and the maximum limitation but by the growth in revenues and paying down the debt the district picks up 13 million dollar in capacity. Ms. Kowalchuk asked about reopening Lower Macungie Elementary School. Dr. Morgan said the district would not want to do that and there are some specialized classes that could be put in that building. There are uses that would not be instructional. Ms. Kowalchuk asked about the enrollment increase in the high school. Dr. Torma responded that it has been zero growth based on the projections. New students do come in during the summer but then some others move out. Ms. Gannon agreed that there should be a comprehensive plan rather than just looking for available space. She had a problem with talking about a new elementary school when two schools have been closed. She felt it would be a hard sell to the community. Mr. Robert asked if at the secondary level there could be some investigation of a magnet/charter school to develop capacity. Dr. Morgan said nothing is off the table. The district needs a ten-year plan but a more specific plan for three to five years. She called attention to Mr. Carl's systems and components report. With the completion of Eyer, all buildings will have received some type of updating. The Macungie School starts being one of the older buildings and will need to have systems addressed. Mr. Ballard said he did not characterize any building as overcrowded. There may be some nonoptimal situations but the district is not in an overcrowding situation. He said a whole host of situations must be balanced. Mr. Robert talked about increasing debt that is currently being covered by the taxpayers. Dr. Morgan said there is a responsibility to the taxpayer to maximize what we have in place, specifically at the secondary level.

She noted the district's responsibility for NCLB, the Strategic Plan, information technology, Take Back Our Children, Middle States, etc. The Program and Integration Plan will need to be pulled together and integrated with the other initiatives so we are not looking at working at odds. Certification changes have had an impact as well. She said that there would be a recommendation for a feasibility study at the next meeting.

Mr. Richwine talked about the marketing of the expanded LCTI building and the stereotypes must be overcome. There must be a plan for attracting nontraditional students by aggressive marketing. Dr. Morgan said there have been discussions involving the guidance counselors. Dr. Morgan said East Penn has been allotted 200 spaces. Ms. Gannon asked if there is a maximum amount for a feasibility study. Dr. Morgan said it could be \$25,000 but it was around \$8,000 for the Bosak study that was an update of the prior feasibility study. Dr. Morgan said she would come back with a recommendation for the next meeting. Mr. Robert asked what would be included in the feasibility study. She said the master plan from 1995 was the basis. It is the platform of the study and having a firm that will be familiar with projections K-12, additional land and current land, Plancon, capacity of buildings and expansion, etc. Ms. Gannon asked who would complete the study. Dr. Morgan said it is normally architects and not necessarily the ones who would be hired for design work.

6. Legislative

Charles H. Ballard

1. Voting Delegates for PSBA Legislative Policy Council - October 27, 2005

Note: East Penn is entitled to three voting delegates. Only board members and board secretaries are eligible to serve as voting delegates. All voting delegates must be registered for the conference and the



school district must have paid the current year dues to the association.

Motion by Ballard, Seconded by Thompson  
RESOLVED, That the East Penn Board of School Directors appoint the following board members as voting delegates:

Charles Ballard                      Francee Fuller Susan Kowalchuk

Mrs. Thompson will be representing LCTI as a voting delegate.

This resolution was duly adopted by the following roll call vote:  
Aye: Ballard, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8  
Absent: Earnshaw-----1

Mr. Ballard reported the Commonwealth Caucus is looking at sales tax as a way of having property tax reform. Jeff Piccola has announced a similar plan to eliminate school property tax. This would be state funding for school districts based on per pupil cost. However, there may be districts that spend more than the state floor. He indicated that Lyn Swan, Jeff Piccola, and Bill Scranton are vying for the governorship. He reported on the health/wellness initiatives involving some of the vending companies. Mr. Ballard noted the revised cut scores for the PSSA tests. Governor Rendell has appointed two new education commissions: College and Career Success and Training America's Teachers. PSBA has acknowledged receipt of the two proposals submitted. They will be considered at the September 17 Platform Committee meeting.

Mrs. Thompson commented on replacing property tax with increased sales tax. She said there was nothing on the website of the sponsors that described how this would be done.

#### 7. Business Operations

##### 1. Bill List Approval

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

##### Special Fund Disbursements - Exhibit 11

RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund and the GOB 2004A bond issue for the items listed on Exhibit 11.

##### Agreement for Cobra Administration Services - Exhibit 12

RESOLVED, That the East Penn Board of School Directors approve the agreement with School Claims Services, LLC (Pennsylvania School Boards Association) Cobra administration services, effective October 1, 2005.

These resolutions were duly adopted by the following roll call vote:  
Aye: Ballard, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8  
Absent: Earnshaw-----1

#### 8. Other

##### LCTI Alternate

Mrs. Thompson announced that she and Ms. Fuller would not be able to attend the LCTI Joint Operating Committee meeting on Wednesday evening. She asked board members Valerie Thomas and Susan Kowalchuk if they would be able to attend. Mrs. Thomas checked her schedule and responded affirmatively. Ms. Kowalchuk had plans and would get back to the Board Secretary. Ms. Fuller said it is a valuable opportunity for them to meet with other board members and hear the concerns of other board members.

##### NTI Luncheon

Ms. Fuller was asked to deliver the welcome at the New Teacher Induction Luncheon.

##### PDE Website

Mr. Richwine commented that on the PDE Website has the most recent 2003-04 cost per pupil. Mr. Robert noted that the information

Millage Rating

Mrs. Thompson thanked Mr. Reigal for providing the millage rating and asked if he would provide it for the tax collectors.

9. Announcements

Monday, August 22	7:30 p.m.-Board Meeting, Board Room
Wednesday, August 24	8:00 a.m.-3:00 p.m.-New Teacher Orientation Day
Tuesday, August 30	7:30 a.m.-3:30 p.m.-Employee Development Day
Thursday, September 1	EHS New Student & Grade 9 Orientation
Monday, September 5	Labor Day - All schools and offices closed
Tuesday, September 6	First Student Day & Kindergarten Orientation
Monday, September 12	7:30 p.m.-Board Meeting

10. Adjourn

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

Cecilia R. Birdsell, Board Secretary

## Order of Business

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine, M. Robert, V. Thomas, A. Thompson

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

Board Secretary: Cecilia R. Birdsell

Treasurer: Gary Reigal

Assistant Superintendent for Initiatives and Evaluation: Dr. Denise Torma

Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

### 2. Update on the Opening of School – Dr. Denise Torma, Assistant Superintendent for Initiatives and Evaluation

Dr. Torma reported on the opening school noting that it is a developmental continuum. She provided anecdotal student stories relating to her building tours. Dr. Torma said it is evident that there are caring adults interested in the educational success of the district's programs and there was great enthusiasm. She recounted several stories of how students were helped. Dr. Torma thanked the following groups who helped make the opening a success:

- ✓ The Board for their commitment to the educational program;
- ✓ The building administrators and faculty for their attention to detail and their warm welcome for students;
- ✓ The central office administrators and administrative assistants for the work behind the scenes in curriculum, professional development, transportation, technology, hiring, and services required to meet the needs of students;
- ✓ The maintenance department for another opening that included the timely completion of a renovated building.
- ✓

She said principals would be reporting throughout the year on various activities that make East Penn "the district of choice."

Mrs. Thompson reported that since June there has been an increase of 406 students.

### 3. Requests to Address the Board

Sue Workman, 1616 Pleasant Circle, Macungie spoke about the kindergarten class sizes at Wescosville School. She expressed her concern that students would not be getting the foundation they need for future classes. She suggested that an additional half-time teacher be added for the kindergarten classes. She has shared her concerns with Principal Tony Moyer. She hoped the Board would look at the whole situation to reduce the sizes.

Mrs. Barbara Maake, 979 Treeline Drive, Allentown also spoke about the large kindergarten class sizes at Wescosville School. She talked about the amount of construction and whether this was taken into consideration. She, too, suggested that additional staff could be hired.

Carol Basch, 3109 Elizabeth Lane, Macungie spoke about the increase in taxes with the building of another elementary school. She thought that the Township should have the developers pay for some of the school taxes. She said she was a senior citizen and has already paid taxes for her children to be educated. She said there are more subdivisions of seniors in Lower Macungie Township so they want some relief since taxes are more than a normal mortgage payment. Donald Margraf, 3102 Elizabeth Lane, Macungie had a similar request for relief from property taxes for senior citizens. He said that schools should be expanded before they are replaced. He has grandchildren in school in East Penn. He wanted to know what the district was doing with all the property tax money and why the Board cannot give the 65 and older citizens a break. He said the tax money is a slush fund. Mrs. Thompson said he could have a copy of the budget to see where the money goes. Don Brannan, 406 Cherokee Street, Emmaus said he was upset about an article from the last board meeting where comments were made about why the Lower Macungie Elementary School could not be opened. All the senior citizens who spoke received applause from other senior citizens in the audience.

Anabella Wewer, 3231 Macungie Road, Macungie said she was responding to an article on enrollment at Emmaus HS. She felt the halls were claustrophobic and asked what the Board was going to do about safety concerns and class size issues.

Mrs. Thompson noted that being a board member seated at the table is not an easy position because the Board must weigh all of the differing views. She suggested that senior citizens contact their legislators, suggesting the slot machine revenue be added to the senior rebate program and increase the income levels to qualify. She thanked everyone for coming to the meeting.

4. Approval of Minutes

Motion by Gannon, Seconded by Robert  
RESOLVED, That the East Penn Board of School Directors approve the minutes of the August 22, 2005 meeting.

This resolution was unanimously adopted by voice vote.

5. Sabbatical Leave for Restoration of Health – Dr. Alrita L. Morgan

Motion by Ballard, Seconded by Gannon  
RESOLVED, That the East Penn Board of School Directors approve the Sabbatical Leave for Restoration of Health for Dr. Alrita L. Morgan, Superintendent of Schools, effective for the 2005-06 school term.

Mr. Earnshaw said she thought it was appropriate for the Board to send a card and/or plant. Mrs. Thompson asked Ms. Fuller to send some type of gift. Ms. Gannon wanted to convey to Dr. Morgan that she have a speedy recovery. Mrs. Thompson said that all board members wish Dr. Morgan well.

This resolution was duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-9

6. Personnel

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

Resignations/Retirements

Louise Fegley, Food Service Department at Shoemaker School, effective September 1, 2005 (Exhibit 1)

Susan Klingman, Teacher Aide at Alburtis School, effective immediately (Exhibit 2)

Julie Frazier, Office Aide at Emmaus HS, effective immediately (Exhibit 3)

Appointment of Administrative Assistant

Name: Julie Frazier  
4989 Celia Drive, Allentown 18106  
Assignment: Administrative Assistant, Emmaus HS  
Effective: September 13, 2005  
Salary: \$23,600

Support Staff Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Stipend</u>
Maryna Wetzel 227 Main Street, Alburtis	Hall Aide, LMMS New Budgeted Position	\$10.70/hr., 30 hrs./wk. Effective: 9/6/05
Sherry Krimminger 5684 Greens Drive, Wescosville	Special Ed Aide, LMMS Transfer due to resignation Effective: 9/6/05 of K. Miller	\$10.70/hr., 32.5 hrs./wk.

Suzanne Beuttel 2321 Cross Creek Rd, Macungie	Special Ed Aide, Alburtis Resignation of L. Marten	\$10.70/hr., 16.5 hrs./wk. Effective: 9/7/05
Terry Ann Langmead 5196 Jarrett Farm Rd, Macungie	Special Ed Aide Transfer of A. Davis	\$10.70/hr., 32.5 hrs./wk. Effective: 9/6/05
Barbara Bortz 7263 Lochaven Street Allentown 18106	Study Hall Aide, EHS Reassignment/Transfer J. Demjanick & J. Frazier	\$10.70/hr., 26.25 hrs./wk. Effective: 9/13/05
Marjorie Mengel 3632 Bieler Rd., Emmaus	Spec Ed Teacher Aide Trans. of Position from LMMS	\$10.70/hr., 32.5 hrs./wk. Effective: 9/6/05
Robert Horn 5340 Juliette Circle, Macungie	Special Ed Aide, EHS Resignation of J. Kneedler	\$10.70/hr., 32.5 hrs./wk. Effective: 9/6/05
Stephanie Grant 222 Race Street, Macungie	Study Hall Aide, EHS Resg. of G. Smith	\$10.70/hr., 30 hrs./wk. Effective: 9/6/75
Danny J. Bachert 646 Long Lane Road Walnutport 18088	Custodian, 3 <sup>rd</sup> Shift Retirement of L. Sechrist	\$16.26/hr./40 hrs./wk. Effective: 9/26/05

Additions to the 2005-06 List of Per Diem Substitutes (See Exhibit 4)

Lisa Schilling, Food Services Department  
Sabrina Correnti, Food Services Department  
Mildred Marsch, Food Services Department

Head Teacher Appointment

Jason Palmer

Co-Curricular Advisor

Nancy Rivera, JV Cheerleading Coach                      \$1940.00

Teacher Aide Transfers & Changes in Hours – Exhibit 5

Mentors for New Teachers – Exhibit 6

Educational Conferences – Exhibit 7

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

Temporary Professional Employee Appointment

Name/Address:	Michael Mihalik 1969 Latta Street, Allentown 18104
Education Level:	B. A. Degree (2004)
Undergraduate School:	University of Delaware
Certification:	Instructional I: Earth & Space Science
Effective:	August 29, 2005
Initial Assignment:	Earth/Space Science, Emmaus HS Vacancy created by the retirement of D. Lutick.
Experience:	None
Salary:	\$39,200, Step A, Year 1, Col. B

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
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Elizabeth Roda 1890 Maplewood Lane Allentown 18103	Teacher Aide/Study Hall, EHS (Unbudgeted)	\$10.70/hr., 27 hrs./wk.
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Olympia Pellegrino 4618 Berwyn Lane Macungie 18062	Teacher Aide/Study Hall, EHS (Unbudgeted)	\$10.70/hr., 27 hrs./wk.
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Change in Employment Status-Food Services Department

<u>Employee</u>	<u>From</u>	<u>To</u>
Susan Bellesfield	Shoemaker 3.75 hrs./day	Shoemaker/Macungie 4.5 hrs./day
Diane Schantzenbach	Jefferson/Wescosville 3 hrs./day	Eyer/Macungie 4.5 hrs./day

Rescind Transfer

<u>Employee</u>	<u>From</u>	<u>To</u>
Terri Gasper	EHS, Admin. Assist.	LMMS, Admin. Assist

Ms. Kowalchuk asked if the changes in aide hours as listed on Exhibit 5 were within budget. Mr. Reigal said over \$62,000 was included in the aide budget for unforeseen events. With the increase in hours, the total is \$34,000 and there are two additional teacher aides unbudgeted that would just about deplete the extra in the budget. Dr. Torma, responding to a question from Ms. Kowalchuk, indicated that the increases were a result of the increase in enrollment, specifically at the high school.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson—9

7. Education

1. Constitution Day – September 17, 2005

Motion by Ballard, Seconded by Earnshaw

WHEREAS, It is important that all students be aware of the nature and function of the Constitution;

Now Therefore Be it

RESOLVED, That September 17 of each year shall be Constitution Day and Citizenship Day; and,

That each year, on September 17, the schools of the East Penn School District shall conduct educational programs, designed to highlight the historic and continuing importance of the United States Constitution; and,

When September 17 falls on a Saturday, Sunday, or holiday, Constitution Day and Citizenship Day shall be held during the preceding or following week.

Ms. Fuller pointed out this is a federal law that directs the district to teach about the U. S. Constitution during a specific time period and was part of an omnibus appropriations bill. She said it is a good thing to do but is an example on how the federal government has added another dimension at a time when perhaps subjects that will be part of state testing are set aside.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson---9

2. Adequate Yearly Progress Update (AYP)

Dr. Denise Torma explained where East Penn is in relation to AYP. The state issues a preliminary report on the statistics. In the report, it lists that East Penn made AYP, noting that last year the district was in improvement one, because the previous year we were in warning status. The standing was due to special education/IEP students not meeting the proficiency levels in math and reading. In 2005, the status is "making progress" and we are in Safe Harbor. This means there were at least 10% of the special education students who were reaching proficiency. She explained confidence intervals, Safe Harbor, etc. Dr. Torma said errors were corrected and then the corrections were entered into the data base. The new report from the state indicates that the district made AYP with Safe Harbor but now Emmaus HS is in "School Improvement 1." Dr. Torma tried to clarify the information with PDE. She theorized that possibly the data correction indicated students were coded incorrectly. There were two students at the high school who were marked "regular ed students" who are now marked "special education" and two who were marked "special education" students but are not. The school district does not receive Title I monies so East Penn is not required to go through some of the more rigorous requirements. However, there are school improvement plans with a goal for special education and that will be done again this year.

Dr. Torma explained the disaggregate groups and the proficiency scores that are required to meet Adequate Yearly Progress. Each of the subgroups must meet the criteria for AYP. If one group fails, then the school is put into school improvement. Mr. Ballard pointed out that the high school score is affected by approximately 44 students.

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that East Penn has received its IDEA funds for the year. Progress has been made on the issues that came up in the audit last year. About 60% of the changes have been implemented. The state is also going to be auditing the IU on its two-year cycle.

-Lehigh County Career & Technical Institute

F. Fuller  
A. Thompson  
T. Richwine

1. Alternate Appointment

Motion by Richwine, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors appoint Valerie Thomas as an alternate for the Joint Operating Committee at LCTI, effective August 22, 2005.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

Mr. Richwine said Dave Lipinsky made a report that the student-built house for the upcoming cycle will be put off six months due to the construction at LCTI. The United Way has asked that the Universal Design principles be considered when constructing the house. It means that products that are useful for all peoples without adaptation in specialized design. This would mean wide doorways and hallways, even floor coverings; grab bars, levered handles, etc. People with handicaps as well as senior citizens could then inhabit these houses. They also requested that the sale of the house be held up for three months so tours can be given and the new design showcased. The new program in conjunction with Penn State and Lehigh Valley Hospital is filled. UPS will be supplying another \$300,000 in kind to support the new distribution center.

9. Facilities

1. Bid Opening Report – New Bleacher Pads and Paved Walkways  
Exhibit 8

2. East Penn Feasibility Study – Exhibit 9

Motion by Ballard, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors authorize The Architectural Studio to perform a facilities and site feasibility study in accordance with the District Scope of Work document at a fee of \$10,000, as outlined in the firm's quotation. (Exhibit 9)

NOTE: The above fee would be deducted from any services provided on future projects.

Mr. Paul Felder from The Architectural Studio said there are new guidelines from PDE on reimbursable projects. PDE is going to be publishing complete rules for new categories: Projects constructed and based on improved facility design; Projects where the general construction contract alters and adds to an existing building; and School buildings receiving a Silver/Gold/Platinum Certification from the U. S. Green Building Council. The master plan process includes enrollment, capacity, condition of buildings and this presents an opportunity for the Board to question and evaluate the nature of how educational services can and should be presented over the next 10-15 years. The original plan was begun in 1992 and had been updated several times. Mr. Felder felt the plan should be considered an interactive process and one that grows and changes over time. He thanked the Board for the opportunity to work with them again. Mr. Ballard said that perhaps there should be a short-term and then a long-term strategy. Mr. Felder agreed, citing the increase of 400 students. Ms. Kowalchuk asked about the time frame. The process should be more fluid and that within six to eight weeks a range of possible goals and structure could be discussed. She asked who would be part of the planning process. Mr. Felder indicated that they would be working with faculty and administration. It would not be up to the architects to structure the group but they would work with the group. He suggested that the community might be involved. In the long term there is value in engaging a broad based committee. In the short term, there are some items that having six to twelve months of discussion will not be productive. He suggested it might be a two-phase approach. He noted that in 1992 there were 39 portable classrooms and the district was sorely overcrowded. Dr. Torma said this would be a collaborative process because they are also looking at the delivery process. Ms. Gannon commented on the short-term process in regard to Dr. Morgan's sabbatical.

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

Aye: Ballard, Earnshaw, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8

Abstain: Fuller-----1

Ms. Fuller has completed a Conflict of Interest form and it is part of the permanent minutes of this meeting.

3. Plancon D & E – Exhibits 10 & 11

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors approve for submission, Plancon D & E to the Department of Education for the Eyer Middle School Project.

Shoemaker School Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve Shoemaker School Phase 9 substantial completion for the following:

General Construction:	E. R. Stuebner, Inc.
HVAC Construction:	Worth & Company, Inc.
Plumbing Construction:	JBM Plumbing, Inc.
Electrical Construction:	Wind Gap Electric
Sprinkler Construction:	Anchor Fire Protection Inc.

Shoemaker School Parking Lot Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve Shoemaker School parking lot substantial completion with Nimaris Construction, LP; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve change order #1, with Nimaris Construction, LP, in the amount of \$2,878.40.

Adds: Additional under drain piping  
Adjust two inlet boxes due to pipe conflicts  
Cut hole in two inlet boxes due to pipe conflicts  
Add concrete protection over conflicting water line



Lower Macungie Middle School – Storm Water Repairs Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve Lower Macungie Middle School storm water repairs substantial completion with Grace Industries, Inc.; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve Change Order #1 with Grace Industries, Inc. for a credit of \$6,588.90. (Credit: Unused allowance for sinkhole repairs.

Shoemaker School Change Directives

RESOLVED, That the East Penn Board of School Directors approve the following change directives:

E. R. Stuebner, Inc., K001, Phase 10, General Contract

1. Modifications due to relocation of the pot washer.
2. Modifications to complete the freezer conversions

JBM Plumbing, Inc., K002, Phase 10, Plumbing Contract

1. Provide final connections to all kitchen equipment
2. Plumbing modifications due to relocation of the pot washer.

Worth Company Inc. K003, Phase 10, HVAC contract

1. Provide final connections to all kitchen equipment
2. Mechanical modifications due to relocation of pot washer.
3. Mechanical modifications to vent the dishwasher.
4. Cap the third valve at deleted oven.

Wind Gap Electric K004, Phase 10, Electrical Contract

1. Provide final connections to all kitchen equipment.
2. Electrical modifications due to relocation of the pot washer.
3. Add 6 shunt trips to the electrical equipment.

Note: The above directives are time and material as monitored by URS through signed daily work slips. All attempts are being made to lower costs as work proceeds. These items will come back to the Board at a later date as change orders when all work is completed.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

4. Emmaus High School Bleacher Pads & Paved Walkways

Motion by Robert, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent" to award contracts for Emmaus High School Bleacher Project with Bertolet Construction Corporation, Wernersville, PA at a low base bid of \$27,750.00 and also accept alternates as follows:

#3	\$26,850.00
#1	\$12,770.00

Total bid price of \$67,370.00

be it further

RESOLVED, That alternate #2 be rejected.

be it further

RESOLVED, That the East Penn Board of School Directors approve change order #1 with Atlas Tracks, Inc. for a credit of \$10,710.00.

be it further

RESOLVED, That the "Notice of Intent to Award" contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with appropriate parties being authorized to sign the documents. Submittal and approval of the required bonds, certificates of insurance and the required documents from the contractors as specified in the Bid Instructions and Material, and execution of a contract as required in the bid instructions. All of the aforementioned being completed to the satisfaction of the district solicitor.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Richwine, Robert, Thomas, Thompson-----8

Nay: Kowalchuk-----1

10. Business Operations

1. Bill List Approval

Motion by Ballard, Seconded by Earnshaw

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

Special Funds Disbursements – Exhibit 12

RESOLVED, That the East Penn Board of School Directors authorize the payments from the Capital Reserve Fund and GOB 2004A Bond issue as presented on Exhibit 12.

General Fund Budget Transfers – Exhibit 13

RESOLVED, That the East Penn Board of School Directors authorize the General Fund Budget Transfers as outlined on Exhibit 13.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

2. Extend Property Tax Rebate Date – Discussion

Mr. Reigal said the question came up when the state extended the deadline. Mr. Reigal said that he had one or two requests that came in late and he processed them. He did not see any purpose for extending the date for the district rebate program. The district CPA expressed concern that the revenues would be misstated. The application period is January 1 to June 30. Mrs. Thompson said there was consensus among the board members to keep the program the way it is. She noted that she talked to Mr. Reichley who felt her suggestion to use the gaming money to increase the rebate program may now "fly."

11. Other

Mrs. Thompson reported that Ms. Sue Kowalchuk, Miss Birdsell, and Mr. Joseph Lucadamo had attended the Education 2010 meeting.

Mrs. Thompson noted that the Policy Committee would be meeting in October.

Ms. Fuller commented on the concerns that had been expressed about using the Lincoln School as a polling place. She requested that she would like to see the strategies that were put in place by the district for Election Day.

Mrs. Thomas commented on how the questions that come from individuals who address the Board are handled. Mrs. Thompson suggested that it become an agenda item for the next meeting.

Ms. Gannon asked that information on the percentage of the budget spent to date could be forwarded to the Board, particularly the information on teacher aides. Mr. Reigal did not see that as a problem.

Dr. Torma reported on the PDE communication that stipulated children from the Louisiana, Alabama, Mississippi (area affected by Hurricane Kristina) are to be enrolled and treated in the same manner as homeless students. Dr. Murphy will be keeping track of students enrolled under these conditions. Dr. Murphy knew of one student and possibly another. Dr. Torma said she would provide an update on the October 1 enrollments.

Mrs. Thompson reported on the staff development day and the Fish Company activity. She provided the background for the program and the principles applied to education. The four basic rules are: Make someone's day; Be there for others; Have fun doing your job; and Choose your attitude. She threw the small stuffed fish that is part of the program to Claudia Shulman, Director of Curriculum & Instruction.

12. Announcements:

Monday, September 12	6:30 p.m.-CLEAR Session and following the Board Meeting (Personnel)
	7:30 p.m.-Board Meeting
Tuesday, September 13	7:00 p.m.-Meet the Teacher Night, Eyer MS
Wednesday, September 14	7:00 p.m.-Meet the Teacher Night, Wescosville
Thursday, September 15	6:45-8:30 p.m.-Meet the Teacher Night, Alburdis School
Saturday, September 17	6:00 p.m.-Festival of Champions, Marching Band Competition
Wednesday, September 21	7:00 p.m.-Meet the Teacher Night, Jefferson, Lincoln, Shoemaker Schools
Thursday, September 22	7:00 p.m.-EHS Parent Night
Monday, September 26	7:30 p.m.-Board Meeting, Board Room

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:55 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon,  
S. Kowalchuk, T. Richwine, M. Robert, V. Thomas,  
A. Thompson

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

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Press Present: Lorretta Fenstermacher, East Penn Press Reporter

### 2. Take Back Our Children – Weller Center Student Survey Report

Assistant Superintendent Dr. Denise Torma welcomed Melissa Lee from the Weller Center, Mr. Michael Murphy, Director of Pupil Personnel Services, and Kassie Hilgeret, Manager of Community Relations, Air Products & Chemicals. Dr. Torma highlighted the background of the Take Back Our Children Initiative that was proposed on April 14, 2004 where approximately 370 community members were present for the Town Meeting Forum. One of the activities of an Outcome group was to develop a survey that would assess how well the students are doing at the secondary level and how well they are doing themselves. Dr. Torma thanked the Board, parents, community and business partners, students, district personnel for being part of the Take Back Our Children Initiative. The final report was given on June 13, 2005. She noted that the survey was a collaborative effort between the East Penn School District and the Weller Center and sponsored by Air Products.

Last spring 886 students in grades 7-12 participated in the survey to measure health risk behaviors. The goal of the survey was to learn more about the type of destructive decisions students were making. The decisions related to drug use, body weight, tobacco, alcohol, sexual activity, emotional health, harassment, and unwanted behavior. The results show that a majority of the health risk behaviors fall below the national averages that were reported in the 2003 Youth Risk Behavior Survey conducted by the Center for Disease Control. The entire report will be put on the district website tomorrow. The district did not want to rely on either state or national statistics to determine the student issues. East Penn wanted a customized tool to respond to the nature of health risks in this school district that could be completed by students in grades 7-12. The survey was a joint project with the district, Weller Health Education Center, and the University of Medicine and Dentistry of New Jersey. Air Products generously funded the project. Dr. Torma acknowledged the contributions of former Board President Jeff DeHaan who had the vision; Dr. Alrita Morgan who spearheaded this initiative; and Dr. George Ziolkowski, who facilitated the project.

Melissa Lee from the Weller Health Center complimented East Penn for being the district on the cutting edge for student health issues. She felt the survey was a first in the state and may be a first in the nation. The survey was a baseline and gathered the information from middle school and high school students. The principals and guidance counselors worked with students to be sure the survey was asking the questions the right way. Survey questions were not revealed to parents ahead of time and parental permission was required to participate. Students were not required to answer any question that they might find objectionable. There was no identifiable way to link a questionnaire to a participant. Through exploratory data analysis the Weller Center cleaned up inconsistencies in responses. The sample size for East Penn was large as compared to the national 2003 Youth Risk Behavior Survey that was conducted with 15,240 participants for the whole state. Ms. Lee indicated that they were pleased to work with the University of Medicine and Dentistry of New Jersey, one of the largest health science universities. They helped to develop the survey and process the data. The areas of concern will be worked on with the district and the Weller Health Center. Ms. Lee reviewed the survey details. A copy of the survey is available on the district website and a copy is attached to the permanent minutes of this meeting. She concluded that everyone worked well together on this project, noting again that East Penn is the first to be part of this pilot. Ms. Fuller asked how the sample was collected. Dr. Torma responded that it was an opt in permission slip. Parents were asked if they would allow their child to participate and then those students all participated in the survey. Mr. Ballard said the survey was a trend indicator and not necessarily an absolute indicator. Because of the opt in process, it is not a statistically valid random sampling because there might be some self-selection. He asked about the 95% confidence level and asked about the error bands. Claire Linhardt from Weller Health Education Center said it was a statistical mark with a national study, adding that she did not have all the statistical information with her. Mr. Ballard said if it was an epidemiology type study he would understand but what does the result mean. He commented that if 7% of the students use alcohol there should be numbers with a plus or minus, adding the study was a trend indicator. Ms. Lee and Ms. Linhardt said they would try to get further information about the trends. Mr. Earnshaw asked when the survey was administered. Dr. Torma responded it was administered on May 19. He asked if the survey was going to be given again. In Dr. Murphy's presentation, he stated the survey would be given again in about two to three years. Mr. Earnshaw said in the discussion section on Page 42 of the report, it was stated that females were more likely than males to perceive themselves as overweight. When he looked at the graph on Page 9, it showed the opposite but not that far apart.

Dr. Murphy said he appreciated that this data shows trends and you cannot make the kind of inferences as asked. The district will continue the plan with a high level of collaboration with agencies and people. There is a lot to look

at and the results will not only be looked at as trends but will also require work in curriculum, fitness, Student Assistance Programs, etc. The Outcome Three group will be involved as well as teachers, psychologists, and guidance counselors.

Cassie Hilgeret, Air Products and Chemicals, talked about the requests they receive but they were attracted to this one because East Penn has a reputation of acknowledging and facing problems; many Air Products employees live in East Penn and have their children in school here; and by bringing in private partners, the district would not have to rely on tax dollars. She also felt the University participation, credibility, expertise, and background, and the measurable outcomes made it attractive as a project. It was a combination of those components that made Air Products decide to fund the base line survey. It is a trend study but the timeliness is on target. A goal is to bring the other private partners together and bring it into a programmatic approach in the school district. She thanked the Board and the district for its willingness, openness, and commitment.

Mr. Richwine asked about using this information with other districts and how will the differences be acknowledged. Ms. Lee said the process for developing the survey would remain the same but the answers coming back would be different and the results for coming up with solutions will reflect the district. She said she saw the plan as being school district by school district rather than as a blanket kind of plan. Mr. Richwine said it was refreshing to have someone who is tackling issues in public education and is not taking a one size fits all solution. Ms. Lee said none of this could be done without Air Products and other funders coming together as a group. Ms. Kowalchuk asked if bringing the funders together meant that they might fund some of the initiatives or further study. Ms. Hilgeret said it is more funding the programs to be put in place. Ms. Lee said it would probably be programs at the high school level. There is an October meeting scheduled with the funders. Mrs. Thompson said there is a press conference scheduled for tomorrow. Dr. Torma said this has been a partnership from the first day and the district will be looking to share what has been done with other districts.

### 3. Requests to Address the Board

Seth Flanders, 3941 Lilac Road, Allentown commented on the procedures for addressing the Board. He asked what are the rules and suggested there be more guidelines than what is stated on the Request to Address the Board form. He asked how an inappropriate topic is handled and asked what happens. He asked about feedback to the audience and the process. He suggested the responses be given at the following meeting in the beginning of the meeting. He stated that the Board was the Court of Last Appeals. He cited an incident at a past meeting that he felt was serious and should have been addressed. He suggested several other options for indicating time limits. He concluded that the microphones kept cutting in and out and suggested that be remedied.

Sue Workman, 1616 Pleasant Circle, Macungie commented on the Kindergarten class sizes at Wescosville. She noted that a letter had been sent home to the AM Kindergarten parents offering several options and that none of the parents selected the options. She asked if an aide would be considered for the morning classes and, if that was the case, she asked why an aide was not considered for the afternoon classes. She did not understand why the PM Kindergarten classes were not also considered. Dr. Torma said a letter was sent home to the parents of the AM kindergarten class offering three options that were not selected. The recommendation is to add an aide for the AM kindergarten classes who would work in conjunction with the two Kindergarten teachers at Wescosville. Principal Tony Moyer has discussed the situation with the kindergarten teachers and at this time the addition of the AM aide is meeting the needs of those students.

### 4. Approval of Minutes

Motion by Ballard, Seconded by Roberts

RESOLVED, That the East Penn Board of School Directors approve the minutes from the September 12, 2005 meeting.

The following clarification was suggested for Page 5, Paragraph 1, Beginning with Line 5

Dr. Denise Torma explained where East Penn is in relation to AYP. The state issues a preliminary report on the statistics. In the report, it lists that East Penn made AYP, noting that last year the district was in improvement one, because the previous year we were in warning status. The standing was due to special education/IEP students not meeting the proficiency levels in math and reading. In 2005, the status is "making progress" and we are in Safe Harbor. This means there are **10% less students who score below proficiency**. She explained confidence intervals, Safe Harbor, etc. Dr. Torma said errors were corrected and then the corrections were entered into the database. The new report from the state indicates that the district made AYP with Safe Harbor but now Emmaus HS is in "School Improvement 1." Dr. Torma tried to clarify the information with PDE. She theorized that possibly the data correction indicated students were coded incorrectly. There were two students at the high school who were marked "regular ed students" who are now marked "special education" and two who were marked "special education" students but

are not. The school district does not receive Title I monies so East Penn is not required to go through some of the more rigorous requirements. However, there are school improvement plans with a goal for special education and that will be done again this year.

This resolution was unanimously adopted by voice vote.

5. Report of the Assistant Superintendent – Dr. Denise Torma

1. Personnel

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

Resignation

Heather Morningstar, English Teacher at Emmaus High School, effective September 19, 2005 (Exhibit 1)

Full-Time Substitute Teacher Appointment

Name/Address:	Susan Carville 804 Latshaw Road, Spring City 19475
Education Level:	B. A. Degree
Undergraduate School:	Millersville University Cabrini College, certification credits
Effective:	September 27, 2005
Certification:	Instructional I, English
Initial Assignment:	English Department, Emmaus HS (Opening created by resignation of Heather Morningstar.)

Teacher Aide Appointments

Name/Address	Assignment	Salary
Paul Morgargal 1495 Riverbend Road Allentown 18103	Teacher Aide, Emmaus HS Study Hall(unbudgeted)	\$10.70/hr. 27 hrs./wk
Donna Miller 5279 Indian Creek Rd. Macungie 18062	Teacher Aide, Eyer MS (Special Education-Vacancy created by resignations and subsequent transfers)	\$10.70/hr. 22.5 hrs./wk.

Co-Curricular Advisors

Tiffany Reed	Band Front, LMMS	\$520.00
	Indoor Twirlers, LMMS	\$988, Club C
Susan Highet	Arts & Craft Club, LMMS	\$28.89/session 8 sessions
Tracy Maley	Arts & Craft Club, Eyer MS	\$28.89/session 8 sessions
	Ski Club	\$260.00
Joe DiRado	Science, Photography	\$28.89/session
	Table Tennis, Eyer MS	8 sessions/activity
Cathy Jones	Scrapbooking, Eyer MS	\$28.89/session 4 sessions
John Hartzog	Memory Devices, Eyer MS	\$28.89/session 3 sessions
Susan Carraher	Intramural Basketball	\$25/session 3 sessions
Will Pike	Intramural Basketball	\$25/session, 8 sessions

Change in Assignment

Employee	From	To
Christine Hamscher	Grade 2, Shoemaker	IST, Alburtis (Transfer

Angie Niland 26.25 hrs./wk., EHS  
 Stephanie Grant 30 hrs./wk., EHS  
 Kim Kotch 21.5 hrs./wk., Lin.

of K. Lysakowski to new  
 Grade 5, Alburdis position)  
 30 hrs./wk., EHS  
 26.25 hrs./wk., EHS  
 29 hrs./wk., Linc, Spec. Ed.

Mentors

Tony Kohl English, EHS Susan Carville  
 Colleen Demchak Replacing Suzanne Smith Robin Smith

Department Chair

Diane DiDona English (Replacing Heather Morningstar)

Remediation Coordinator

Tricia Gutman \$1500

Revised Food Service Hours

See Exhibit 2

Additions to the 2005-06 List of Per Diem Substitutes

Barbara Mack, Elementary  
 Ellen Martin, Elementary/Middle School SS/English  
 Iotha Swaby, Guest Teacher  
 Kristin Mink, Teacher Aide  
 Donna Anthony, Teacher Aide  
 Tammie Holt, Teacher Aide  
 Lora Vaknin, Special Education  
 Kathryn Demchuk, Elementary  
 Elaine Rourke, Guest Teacher  
 Patricia Fenstermacher, Social Studies

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

There was a question about whether the additional teacher aide position needs to be approved. It would be approved when the person is recommended. Mr. Ballard pointed out that the budget for aides has been expended by \$13,000. Ms. Gannon asked when the Board would receive the deployment of aides report. Dr. Torma said the administration would follow up on this report.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson---9

6. Legislative

Charles H. Ballard

Mr. Ballard reported that the Governor has called a special legislative session on property tax relief. There are more than ten different proposals that might be considered. He spoke about the Northampton proposal that talks about putting in a new government committee to review school district budgets. PSBA is supporting the call for the special session but is asking that the debate expand from one that centers solely on the types of taxes paid to one that focuses on the need for a taxing system to provide a school funding system that is fair to taxpayers and addresses the funding demands placed on school districts. Mr. Ballard reported that the Department of Education and Public Welfare have proposed standards for the kindergarten program. The U.S. Department of Education posted the formal response letter to the PA request to amend the State Accountability Plan to implement NCLB. The USDOE approved three changes that revise the way Adequate Yearly Progress will be calculated in Pennsylvania. One of the changes relates to a federal policy that permits states to include up to 2% of all students in an alternate assessment. PA had applied to the USDOE to use the new 2% flexibility and the Commonwealth was approved.

7. Business Operations

1. Approval of Bill List

Motion by Ballard, Seconded by Gannon

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

Treasurer's Report

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

Record of Investments – Exhibit 4

RESOLVED, That the East Penn Board of School Directors approve the list of investments as outlined on Exhibit 4.

Special Funds Disbursement – Exhibit 5

RESOLVED, That the East Penn Board of School Directors authorize the payments from the Capital Reserve Fund and GOB 2004A bond issue as listed on Exhibit 5.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

2. Agreement with YM/YWCA – Y Care Program in Elementary Schools-  
Exhibit 6

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the Agreement with the YM/YWCA to conduct a Y-Care Program in the elementary schools in the East Penn School District as outlined in Exhibit 6.

Responding to a question raised by Mr. Robert, Dr. Torma indicated that there is a discount for parents, noting that the service would be \$86/week at the Y. The rate for parents who use the service in the district is \$75/week for AM/PM; \$50/week for AM only; and \$58/week for PM only. Dr. Torma will follow up to see how many of the schools use the Y-CARE program.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson----9

3. Walkway to Wescosville School

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors proceed with securing a permit from Lower Macungie Township for the construction of a walkway from Hanover Drive to the Wescosville School.

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

Aye: Ballard, Earnshaw, Gannon, Richwine, Robert, Thompson-----6

Nay: Fuller, Kowalchuk, Thomas-----3

8. Other

1. Response to Citizens who address the Board

Mrs. Thomas felt that when people address the Board it is an opportunity for the Board to educate people in board operations and the Board's position on issues. She thought there should be a statement asking if the proper channels have been followed before coming to the Board. She suggested there be something in writing for the next Board meeting and present it so it could be part of the minutes. Mr. Earnshaw said the Board does not want to get into debates and the other challenge is having someone bringing something up that the Board does not have the background information available. He spoke about past experiences and felt it was appropriate to have some kind of recap summary in response. Mr. Ballard said the Board has to be careful about what is done in response. The Board has a responsibility to protect individuals when grievances are brought forth against individuals. He pointed out that the Board might not be able to respond to some situations. He said no matter how extensive the distribution of information might be, it still may not get to many individuals. He cautioned against a hard fast rule. Mrs. Thomas said at the last meeting there were concerns expressed about class sizes and taxes. Mr. Robert suggested that there be citizen input at the end of the meeting so citizens could address things that happened in the meeting. Mrs. Thompson noted that there had been a practice to address the Board about agenda items in the beginning of the meeting and at the end of the meeting other topics were addressed. She pointed out the practice created a situation where board meetings were ending around or beyond 1:00 a.m. Miss Birdsell addressed the issue of the Board being the Court of Appeals, adding the purpose of the Board Meeting is to conduct the business of the district and it is not a town meeting. Mrs. Thompson suggested that another line be added to the Request to Address the Board form that would indicate personnel and individual issues involving a student will not be discussed in the open meeting. Mrs. Thompson noted that there has been flexibility with the three-minute limit over the years. Solicitor Fisher concurred that while the Board cannot prevent someone from



addressing a question, there are areas that should be discouraged. Mr. Ballard suggested that statements should be written and asked that it be referred to the Policy Committee. Ms. Fuller said she was concerned about the tenor of the conversation. She felt it could be interpreted that the Board was not interested in communication. She said the Board is concerned about the format and the time. She pointed out that the Board is comprised of elected officials who give up their time and what is important to the community is important to the Board. Ms. Kowalchuk agreed with Mrs. Thomas about having something that could be part of the minutes. She said that way people would know that decisions are not made unilaterally. Mrs. Thompson called attention to the use of the district website. Ms. Kowalchuk remarked that the agendas had not been on the website. Miss Birdsell indicated that she had not put the September 12 and 26 on the web because of other distractions. Mrs. Thompson said the discussion was inconclusive at this time but perhaps the form could be revised and more information put on the website.

Mr. Richwine reported that the winner of the Annie Sullivan Award at the IU is Nora Deppen who teaches the Life Skills class at Emmaus High School. The Camper of the Year award was presented to Chastity Sostre who is a student at Lower Macungie Middle School.

Ms. Gannon talked about an AP class that did not run this year because of enrollment. She felt the Board should be notified when an AP class is cancelled and she would support funding for an AP class. Ms. Gannon said if money could be found for bleachers and aides, funding for an AP class should be supported also. She talked about how important the AP classes are when schools are being recognized, noting that Emmaus High School rates highly for the number of AP classes. Dr. Torma was not sure of the ranking when it was mentioned the Emmaus HS could be either first or second in the state.

Mrs. Thompson asked if Mr. Reigal would give a brief explanation of the information that is sent to the Board under the Treasurer's Report.

Mr. Robert suggested asking if there was anyone in the audience who would like to comment. Mrs. Thompson asked the question and Seth Flanders again addressed the Board. He suggested that there be a motion to send the Request to Address the Board Form to the Policy Committee. Mrs. Thompson told him it was not necessary to make that type of motion.

#### 9. Announcements

Tuesday, September 21	7:00 p.m.-CLEAR Session (Personnel, Real Estate)
Monday, September 26	6:00 p.m. Board Tour of Shoemaker School
	6:45 p.m. CLEAR Session (Personnel, Real Estate)
	7:30 p.m. Board Meeting (CLEAR session following the meeting on Personnel)
Wednesday, September 28	7:00 p.m.-Meet the Teacher Night, Macungie School
Thursday, September 29	7-9:30 p.m.-Meet the Teacher Night, LMMS
	7:00 p.m.-11 <sup>th</sup> & 12 <sup>th</sup> Grade Guidance Information Night
Monday, October 10	Employee Development Day – No School For Students
	7:30 p.m.-Board Meeting
Thursday, October 13	Yom Kippur – All Schools and Offices Closed

#### 10. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:15 p.m.

Cecilia R. Birdsell  
Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowlachuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee, & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Assistant Superintendent: Dr. Denise Torma  
Press Present: Loretta Fenstermacher, East Penn Press Reporter  
Randy Kraft, Morning Call Reporter

### 2. Requests to Address the Board

Shaun Whalen, 5301 Hanover Drive, Wescosville spoke about the walkway to the Wescosville School that was approved at the September 26 Board Meeting. He indicated that the plans showed that the path had been removed as of September 12. He asked for an explanation of why the motion was introduced by Mr. Ballard and why the Board took the position on the walkway without discussion. He said the homeowners are opposed to the path. Mr. Ballard said he did not present the motion for the permit for the walkway.

### 3. Appointment of the Substitute Superintendent of Schools

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors appoint Dr. George A. Ziolkowski as Substitute Superintendent of Schools effective November 1, 2005 to June 30, 2006 at a daily rate of \$508.00/day as per agreement.

Education Level:	B. S. Degree, Bloomsburg University M. Ed. Degree, University of Southern California M. Ed. Degree, Bloomsburg University Ph. D., Penn State University
Certification:	Superintendent of Schools IU Executive Director Elementary Principal Supervisor of Special Education Hearing Impaired, Speech Correction
Experience:	1997-2004: East Penn SD, Director of Pupil Personnel Services 3/96-3/97: Centennial School District, Supervisor of Special Services/Supervisor of Special Education 6/91-3/96: PA Department of Education, Director of Statewide Support Initiative for Early Intervention 1981-1991: Tuscarora IU 11, Director of Special Education 1980-81: PDE, Special Education Advisor 1978-1980: Tuscarora IU 11, Supervisor of Special Education 1976-1978: Carbon Lehigh Intermediate Unit, Teacher of the Hearing Impaired 1973-1976: Luzerne IU 18, Speech Therapist

1972-1073: American School, West Germany,  
Speech Therapist

Vice President Alan Earnshaw said the Board was pleased to have a talented and experienced administrator like Dr. Ziolkowski helping the district through this period without Dr. Morgan and for providing leadership for the district. Mrs. Thompson said the Board also appreciated having other administrators who were also willing to help.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

4. Lehigh Carbon Community College – Capital Projects

- A. Construction of Homeland Security Building
- B. Renovation of the Science Hall

Mr. Larry Ross, Assistant Financial Officer of LCCC, reviewed the plans for these capital projects. He explained that Lehigh County Emergency Service will be housed in the Homeland Security Building and other programs in the security area will also be provided. The college has received 4 million dollars from Lehigh County, a 5 million dollar grant from the state, and 1 million dollars from the federal government in a grant. Referring to the Education Center, Mr. Ross said the college has received one million dollars from a donor. This renovation includes more classrooms, research labs, and technology equipment. They have also received a grant from the federal government to provide scholarships to train and educate special education students. The amount of the grant is \$200,000/year, for four years. Mrs. Thomas asked if the additional operating costs for a larger building had been evaluated. Mr. Ross indicated that there would be more tuition gained from new instructional programs and funding from the non-credit courses that are offered. Ms. Fuller asked for background information about offering the courses in public safety. Mr. Ross indicated that there had been on-going discussions with Lehigh County Emergency Services since they wanted to move to a new facility where they could offer training courses and LCCC has a lot of land. Mrs. Thompson said this is another example of cooperation between different groups to facilitate a new program.

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That, in accordance with Section 2.2 of the Rules, Regulations and Procedures for Lehigh Carbon Community College, the Board of Directors of hereby approves the following projects at the Main Campus for Lehigh Carbon Community College.

1. Construction of the Homeland Security Building with a cost not to exceed 13 million dollars inclusive of architectural fees, construction and fixtures.
2. Construction of renovation improvements to the Science Hall to accommodate the College's Education Center at a cost not to exceed 1.5 million dollars inclusive of architectural fees and construction costs.

be it further

RESOLVED, That the approval of each of these projects is based upon the following conditions and understandings:

1. In accordance with the College Board of Trustee's Resolution 38.49, no requests will be made to the College's sponsor school districts for an appropriation in the College's capital budget for either of these projects.
2. The architect's plans for each project as presented to this Board are approved with the understanding that no further approval of more detailed architectural plans will be required.

3. The construction plans and specifications for each project shall be reviewed and approved by Pennsylvania Department of Education prior to the awarding of contracts if applicable.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

5. Approval of Minutes

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the minutes for the September 26, 2005 meeting.

This resolution was unanimously adopted by voice vote.

6. Report of the Assistant Superintendent – Dr. Denise Torma

1. Personnel

Motion by Earnshaw, Seconded by Gannon

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

Resignations

Barbara Bortz, Study Hall Aide at Emmaus HS, effective immediately (Exhibit 1)

Bernardine Weibeler, Teacher Aide at Alburtis School, effective September 26, 2005 (Exhibit 2)

Gayle A. Wagner, Teacher Aide at Emmaus HS, effective October 7, 2005 (Exhibit 3)

JoAnn Demjanick, Teacher Aide at Emmaus HS, effective date to be determined (Exhibit 4)

2005 Teacher Tenure List

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

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Joseph Bottiglieri	Health/PE	Emmaus HS
David Brown	Social Studies	Emmaus HS
Kathryn Burns Hillegass	Special Education	LMMS
Jonathan Chase	Grade 2	Lincoln
Marisa Dawson	Grade 5	Wescosville
Frank DiLeo	Grade 6	LMMS
Alison Evans	Speech	EHS/Wescosville
Sally Ann Hanzlik	Social Studies	Emmaus HS
Jamie Horn	Grade 3	Alburtis
Kim Kannenberg	Spanish	LMMS
Jill Kuebler	English	Emmaus HS
Monica Leibensperger	Grade 1	Wescosville
Nicole Mangan Wukitch	Grade 3	Macungie

Christine McCorristin	Grade 2	Macungie
Frank Meyers	Grade 1	Wescosville
Susan Noack	Grade 6	LMMS
Christopher Ritter	Mathematics	Emmaus HS
Mark Scisly	Health/PE	LMMS
Jayne St. Mary	Business	Emmaus HS
Melissa Shelly	Grade 3	Macungie
Tiffany Tashner	Special Education	Emmaus HS
Nicole Troccola	Grade 2	Wescosville
Jacqueline Vles	Grade 4	Alburtis
Carole Wilson	Science/Physics	Emmaus HS

#### Request for Leaves as Per Collective Bargaining Agreement

Employee:	Sallie Yencho, Elementary Teacher
Effective:	Elementary Teacher October 17-November 28, 2005
Employee:	Paula Fehlinger, Elementary Teacher
Effective:	October 18, 2005

#### Appointment of Administrative Assistant

Name/Address:	JoAnn Demjanick 546 N. Second Street, Emmaus
Assignment:	Administrative Assistant, Pupil Personnel Services (Vacancy created by resignation of P. Tracy and subsequent transfers.)
Effective:	To be determined
Salary:	\$23,600, 35 hours/week

#### Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Valerie Moyer 6464 Tamarack Drive Allentown 18104	Health Room Aide Shoemaker (New budgeted position)	\$15/hr., 32 hrs./wk.

#### Additions to the 2005-06 List of Per Diem Substitutes

Ashley Mistretta, Elementary	Genevieve Baillie, Remedial Assistant
Robert Grim, Elementary	
Lori Klein, Elementary	
Deborah McConnel, Teacher Aide	
Justin Brehm, Music	
Aviva Hersh, Elementary	
Renee Carl-Fegley, Teacher Aide	

Penny Palencar, Food Services  
Kathy Soltysiak, Food Services

#### Appointment – Food Services Department

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Angela Gable 125 S. Sixth Street Emmaus	Shoemaker, PT Food Serv. Assist (Vacancy created by resig. of J. Ziegler)	\$10.31/hr. 18.75 hrs./wk.

Pamela Henning 136 Main Street Emmaus	LMMS, PT Food Serv. Assist. (Vacancy created by resig. of G. Wagner)	\$10.31/hr. 17.8 hrs./wk.
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#### Teacher Aide Hour Changes

Teacher Aide	From	To
Barbara Kleckner	32.0-EHS/Health Room	30.0-EHS-Study Hall
Dorothy Grois	30.0-EHS/Study Hall	31.25-EHS-Bldg.
Debra Moyer	31.25-EHS-Bldg.	32.0-EHS-Health Room
Laurie Oswald	26-Eyer-Bldg.	25-EHS-Bldg./Office
Risa Donegan	28-EHS-Bldg/Spec. Ed.	31.5-EHS-Bld/Spec.Ed.

#### Food Services Position Changes

Employee	From	To
Darlene Rinker	LMMS-3.5 hrs./day	LMMS-4.75 hrs./day
Sandie Zettlemoyer	Lincoln-2.25 hrs./day	Wescosville-2 hrs./day

#### Co-Curricular Advisors

Name	Activity	Stipend
Bill Weiant	Model Building	\$28.89/session, 8 sessions
Brian Hubbs	Yearbook, Eyer MS	\$1248.00
Scott Ware	Non-Paid Assist	N/A
	LMMS Boys & Girls Cross Country Coach	
Steve Ott	Non-Paid Volunteer	N/A
	Football Coach	
Walter G. Shakespeare	Assist. Varsity	\$2559.00
	Boys Soccer Coach	
Leann Hoffer	Dance Team Coach	\$998.00, C Club
Scott Radio	Jr. Varsity Boys	\$2559.00
	Soccer Coach	

#### Educational Conferences – Exhibit 5

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

#### Informational

Lehigh County Executive Director Jane Ervin has notified the East Penn School District that the 2005-06 allocation for the MORE for Children program is \$17,196.00. This allocation is based upon the district enrollment as of June 30, 2005, as a percent of the total enrollment in Lehigh County. Two additional venues will be added to the current list of eight venues in the program this year – the DaVinci Discovery Center that will soon be located on the grounds of Cedar Crest College, and the Liberty Bell Shrine in Allentown. The East Penn School District utilizes the funds for field trip experiences throughout Lehigh County that are identified in approved district curricula.

Dr. Michael Murphy, Director of Pupil Personnel Services, provided the background and explained the class action suit referred to as the Gaskin Case. The settlement agreement included: training; compliance monitoring; and a 15-member advisory council. The implications for East Penn are as follows: IEP format changes in the Least Restrictive

Environment portion by December 31; Compliance monitoring via Penn Data; changing the complaint process; sanctions for districts who cannot comply with Corrective Action Plan; mandatory meeting with PDE and appropriate sanction including withholding of funds, initiation of Professional Disciplinary Action; and, finally, a potential increase in parents insisting on full-time regular education with necessary services.

Mr. Ballard asked if this decision would go for the area of strengthening the argument for parents who want their child mainstreamed as opposed to a more restrictive IEP. Dr. Murphy said it could support a parent's request for mainstreaming. Ms. Gannon asked if the calculations might also mainstream a child who the parents do not want mainstreamed. Dr. Murphy said there are IEP meetings with parents for the best program and, while not ignoring the index, they will continue to do what is right for the child. Ms. Kowalchuk asked when the quotient was going to occur. Dr. Murphy said the district must be ready to submit data by December 31, 2005. Mr. Richwine commented on the fact that with the calculations there are always going to be 10% of the districts in the bottom 10% that would be penalized. He felt there should be a certain level that is considered passing. Mr. Richwine said that there are two IUs that are challenging the decision because they feel it is creating regulations outside the legislative process. Both Dr. Murphy and Solicitor Fisher indicated that the cases have been dismissed. Mrs. Thompson commented on the IDEIA presentation conducted by PSBA that she and Dr. Murphy, Mr. Richwine, and Ms. Kowalchuk attended. Dr. Murphy will be presenting information regarding the "state of special education" on January 26. Dr. Torma indicated that there were also cyclical tools for additional aides and special education teachers at Lower Macungie MS and Wescosville School. There is an increase in enrollment at Wescosville. At LMMS, the staff has been trying to meet the needs of the students, but, with additional students the positions are needed because they are having difficulty implementing the IEP. Mr. Ballard asked about how this affects the budget. Mr. Reigal said the district is 25% over budget. Following further discussion about unplanned teaching positions, Mr. Reigal was asked to provide an analysis on the salary account for teachers. Mr. Earnshaw clarified the budget is actually 25% over the increase in aides. Ms. Gannon thanked Mr. Reigal for preparing the analysis of the aide budget so the Board is aware of the impact on the budget. Mrs. Thompson thanked Dr. Murphy for preparing the cyclical tools for the requests for new positions, adding that seeing the numbers shows it is not simply something nice to have but it is actually needed.

Dr. Torma acknowledged the inclusion of the report on deployment of aides. Ms. Gannon commented on having a sharing of aides across school boundaries. Dr. Murphy said the time allocated is what is needed and not any extra. He said they would look at the sharing concept.

Mr. Reigal addressed the enrollment projections that had been part of the packet. These projections are based upon the October 3 enrollment report and were computed by projecting the past five year mean percent growth for each grade level up until October 2015. He commented that looking at the next three years it is projected that the district will go up at least 100 elementary students per year. This will all be considered as part of the feasibility study. In response to a question from Mrs. Thomas, Mr. Reigal indicated that Mrs. Daniel does an update on the number of building permits that are registered with the various municipalities. It is factored into the figures. Mrs. Thompson commented that the district has been through the projection process and they are re-evaluated. Mr. Ballard said the district could only try to be as accurate as possible and then move on from there. There will always be people saying the district is overbuilding, while others feel the district is not building enough. Mr. Reigal said the figures move students from Kindergarten through the system. Mr. Ballard asked how the PDE projections compare to these projections. Mr. Reigal responded that these are more aggressive. He noted that the architects are going to be using both projections when they do their study. There will be a variety to look over. Mr. Ballard said the projections seem to indicate an addition of ten classrooms per year for the foreseeable future. Mr. Reigal concurred that the assumption was correct. Mr. Ballard said this could equate to a building the size of Alburtis every two years. Mrs. Thompson pointed out that the increase is 469 students. In September, it was an increase of 406 students.

The personnel resolutions were duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

Mr. Richwine reported that Dr. Frank Ferrari would be retiring as Executive Director as of March 31, 2006. The IU Board is in the process of exploring avenues to select a replacement.

-Lehigh Career & Technical Institute A. Thompson  
F. Fuller  
T. Richwine  
V. Thomas (alt.)

Ms. Fuller discussed the enthusiasm of students to advocate for some of the programs and she cited the dental health program as one that is recruiting. There was discussion about how the superintendents are working very cooperatively to bring the various curriculums into alignment and have opportunities for full day programs at LCTI so students can graduate with their home school classes. The continuing education department has entered into an agreement to conduct a fork lift and safety training program. Mrs. Thompson indicated that LCTI is trying the bill format that is being used in East Penn.

8. Facilities

1. Substantial Completion – Shoemaker School & Emmaus HS

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve Shoemaker School Phase 10 substantial completion for the following:

General Construction:	E. R. Stuebner, Inc.
HVAC Construction:	Worth & Company, Inc.
Plumbing Construction:	JBM Plumbing, Inc.
Electrical Construction:	Wind Gap Electric
Sprinkler Construction:	Anchor Fire Protection, Inc.

be it further

RESOLVED, That the East Penn Board of School Directors approve substantial completion with Cooper Smith Brothers, Inc. for the floor repairs and replacement at Emmaus HS.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

9. Business Operations

1. Bill List

Motion by Earnshaw, Seconded by Gannon

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



#### 2005-06 Salary Roster

RESOLVED, That the East Penn Board of School Directors include the 2005-06 Salary Roster in the permanent minutes of this meeting.

#### Construction Funds – Exhibit 6

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2004A Bond Issue as listed on Exhibit 6.

#### Group V Facility Rentals

RESOLVED, That the East Penn Board of School Directors grant permission to the following organizations to rent district facilities:

Organization: GM Financial Group, 4972 Medical Center Circle, Allentown

Date(s): October 20, 2005

Activity: College Funding Workshop

Fees: \$28.00 per hour rental fee

Organization: Patricia Bostick Dance Center, 5925 Tilghman Street, Allentown

Date(s): May 25, 2006; June 14, 16, 17, 2006

Activity: Dance Rehearsal and Recital

Fees: \$105.00 per hour rehearsal fee

\$112.00 per hour recital fee

\$32.00 per hour/locker room fee

\$32.75 per hour custodial fee

\$23.50 per hour security fee

\$32.75 per hour equipment/technicians

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

#### 10. Legislative

C. Ballard

Legislative Chairperson Charles Ballard reported on the following legislative items under consideration in Harrisburg:

HB-1968 Requires school districts to start the school year after Labor Day. The House Tourism and Recreational Development Committee are sponsoring the bill. This bill is in the interest of the tourism industry that wants to retain summer help that last week before Labor Day. Mansfield University is conducting a study on the issue. Mr. Ballard said it should be a local school district issue, not the entertainment industry.

HB-1722 Consolidation of the 501 school districts. The House Education Committee was supposed to have meetings this week but they were cancelled.

There are dozen of proposals being introduced concerning property tax reform. The educated guess is that there will be something before the election time. There is still talk about various Act 72 initiatives as well.

#### 11. Announcements

Monday, October 10	7:00 p.m.-CLEAR Session (Personnel)
	7:30 p.m.-Board Meeting, Board Room
Tuesday, October 11	7:00 p.m.-Policy Committee, Board Room
Thursday, October 13	Yom Kippur-All Schools and Offices Closed
Monday, October 24	7:30 p.m.-Board Meeting

12. Other

Dr. George Ziolkowski, Substitute Superintendent, thanked the Board for his appointment. He said his mission is to be of assistance to the Board, administrators, teachers, and support staff. He reminded everyone that the overall mission is to serve students, adding "that is what it is all about." He said he is looking forward to being a part of it. He said his goal is to be part of a team that delivers services to kids and maintain a high level of education to meet the expectations of the community.

AYP/Title I Funds

Mr. Ballard gave a lengthy background report on the high quality educational programs in East Penn and how the series of regulations in the federal NCLB laws, coupled with the state's implication of its approved plan, could impact. He discussed the regulations under Adequate Yearly Progress and the technical way in which NCLB was implemented. In particular what can happen is that a school district may be making significant strides in AYP but because of small numbers of students in special categories (ESL, special education, ethnic) they find themselves in a situation where they fail to meet a goal for a subgroup. When this happens, districts fall into the "in need of improvement" category. East Penn has one school in that category – Emmaus HS. If the district receives Title I funds there are certain steps and options that occur and, if a district does not qualify for Title I funds, the sanctions are not as involved. Solicitor Fisher indicated that "appears to be correct." East Penn has not qualified for Title I funds for the past two years. Mr. Ballard made a strong request that East Penn not seek, apply, or accept any Title I funds so East Penn is not subjected to the technical violations of the law. Mr. Robert said that, while the district may not be qualifying for Title I funds, it is receiving federal funds. He concluded that before any decisions are reached the Board should understand what federal funds are being talked about. Solicitor Fisher indicated that it is strictly Title I funds under NCLB, noting there are two separate laws. Mr. Fisher said there are districts that have taken action to not accept Title I funds. It is far from a certainty as to what is going to happen in the end. Solicitor Fisher cautioned that this is an area where the Board must tread very carefully if the Board intends to pursue it. Mr. Earnshaw said Congress could change the law or pursue a judicial solution where hundreds of dollars could be expended in a defense case. He felt that was putting the district at risk. He would not be in favor of pursuing that course. In the most recent budget, there was an incentive grant that was supposed to be distributed with Title I funding. When the authorities realized East Penn was not receiving Title I funds, they had to try to figure out how to send the funds. Mr. Earnshaw felt that could be interpreted as some type of Title I incentive, noting the amount was approximately \$18,000. Mr. Reigal pointed out that the district still receives several other categories of federal funding, even though it is less than 1%. He also illustrated that the IDEA funds are in the neighborhood of \$800,000 and there is a large amount received for the food service operation. Ms. Kowalchuk asked Dr. Torma what are the qualifications for Title I funding. Dr. Torma said it includes all known students in the district between the ages of 5-18 years old. It does not mean that that they attend East Penn schools. It is determined by the census poverty information and the number of foster children who reside in the district. There is a formula applied and a district must have at least 2% or greater to qualify for Title I. It is calculated in the late winter and then final numbers are allocated in the spring. If the district qualifies, an application is completed to get those funds. Mr. Ballard clarified that he was only talking about Title I funds, not all federal funds. Mrs. Thompson asked Dr. Torma if the district was doing anything to aggressively pursue Title I funds and is the district planning to. Dr. Torma responded that the district is not pursuing Title I funding and is not planning to aggressively pursue the funds. Mrs. Thompson felt that answered Mr. Ballard's question. In terms of the Title I funding, those calculations are done and then it is up to the

district to apply for the funds. If the district would qualify for Title I funding, the Board would be advised and the Board could have the discussion as to whether it wants to accept or reject the funds. There was consensus among the board members to accept that conclusion.

Ms. Fuller said the administration has stepped up and done a wonderful job in filling in the void. She added that the Board is very thankful. Dr. Torma pledged that, on behalf of her fellow administrators, they will continue to serve and do the work ahead.

Mrs. Thomas asked how Mr. Whalen would get a response to his question. Mrs. Thompson said she would talk to him after the meeting.

Mrs. Thompson said she appreciated all the numbers and paperwork from the staff in answer to the Board's questions.

13. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:55 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board members present:	C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine, M. Robert, A. Thompson
Board Member absent:	V. Thomas
Solicitor:	Marc S. Fisher, Worth, Magee & Fisher
Board Secretary:	Cecilia R. Birdsell
Board Treasurer:	Gary Reigal
Assistant Superintendent:	Dr. Denise Torma
Press Present:	Loretta Fenstermacher, East Penn Press Reporter

### 2. Requests to Address the Board

Shaun Whalen, 5301 Hanover Drive, Wescosville presented an aerial view of the proposed walkway to the Wescosville School. He commented on safety issues that include visibility of students walking on the path, traffic and the high impact on the neighborhood. Sharla Whalen, 5301 Hanover Drive, Wescosville commented on the walkway, noting that Wescosville is not a neighborhood school to which students can walk. She criticized the notion that the walk to school would be good for students' health, adding that should not be forming the decision. Liza Gantert, 5383 Hanover Drive, Wescosville expressed concern about the walkway and commented on perceived safety issues. Mark Lineberger, 1160 Joyce Circle, Allentown and Vice President of the Brookside Villa Homeowners Association, commented on the 46 petitions that were forwarded to the Board. He encouraged constructive communication to address the traffic concerns and the plans and uses for the remaining district property.

Don Frazier, 4989 Celia Drive, Wescosville provided background details on the proposed baseball fields on the Wescosville property and indicated support for the playing fields. Mr. Carl Smartschan, 7288 Sigmund Road, Zionsville commended the Board for having the courage and vision to build the artificial turf field. He said it was successful beyond anyone's imagination. It is a facility that is being used by not only district teams but also community based youth associations and other school districts.

### 3. Approval of Minutes

Motion by Gannon, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes for the October 10, 2005 meeting.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Assistant Superintendent – Dr. Denise Torma

#### 1. Personnel

Motion by Robert, Seconded by Ballard

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

#### Resignations

Ron Karboski, Special Education Teacher at Shoemaker School, effective October 28, 2005  
(Exhibit 1)

#### Leave as Per Collective Bargaining Agreement

Employee:	Regan Palazzo, Special Education Teacher Emmaus HS
Effective:	November 10, 2005

#### Full-Time Substitute Teacher Appointment

Name/Address:	Amanda Heller 7333 East Hillcrest Lane, Slatington 18080
Education Level:	B. S. Degree (2004)
Undergraduate School:	Penn State University

Certification: Instructional I, Elementary (K-6)  
 Effective: To be determined  
 Assignment: Grade 2 –Shoemaker School  
 Opening created by transfer of C. Hamscher  
 to IST position.  
 Experience: 9/04-Present: Catasauqua SD  
 Salary: \$39,200 (Step A, Year 1, Col. B)

#### Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
John Carter 164 Windermere Avenue Allentown 18104	Study Hall, EHS B. Bortz resign.	\$10.70/hr., 26.25/hrs.wk.
Risa Roth 556 Evergreen St., Emmaus	Alburtis, PT Learn. Support B. Weiber resign. & transfers	\$10.70/hr. 15 hrs./wk.
Mary Rosa Velascu 6521 Station View E. Zionsville 18092	Alburtis K. Kleckner transfer to Shoe.	\$10.70/hr. 12.5 hrs.wk.
Chika Acholonu 7327B, Sauerkraut Lane Macungie 18062	LMMS K. Weidner transfer to EHS	\$10.70/hr. 12.5 hrs.wk.
Donna Brown 941 Fernwood St., Emmaus	Lincoln School J. Shubzda transfer	\$10.70/hr. 18.5 hrs./wk.

#### Part-Time Food Service Assistant

Ann Marie Busher 236 Minor Street, Emmaus	Lincoln-PT Food Serv. Assist. S. Zettlemoyer transfer	\$10.31/hr. 11.25 hrs./wk.
Pauline Lokay 119 N. Eighth St., Emmaus	Jefferson-PT Food Serv. Assist. D. Schantzenbach transfer	\$10.31/hr. 5 hrs./wk.
Virginia Kulp 16 S. Tenth Street, Emmaus	Shoemaker, PT Food Serv. Assist. Vacancy created by resig. of L. Fegley.	\$10.31/hr. 18.25 hrs./wk.

Informational: Pam Hennings who was hired at the 10/10/05 meeting has declined the PT Food Serv. Assistant position.

#### Aide Hour Changes

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Reason</u>
Anna Eisenhard Victoria McCowan	17.5, Jefferson 15, Alburtis	26.5, Jefferson 17.5, Alburtis	Support for 504 Agreement Transfer to position vacated by B. Weiber.
Jenniger Shubzda	18.5, Lincoln	21.5, Lincoln	Transfer to position vacated by K. Kotch
Colene Has	20.5, Macungie	26, Macungie	New Sp Ed student support.

#### Additions to the 2005-06 List of Per Diem Substitutes

Jennifer Hannssen, Food Service Department  
 Tatyana Lukyan, Food Service Department

Marcia Sweitzer, Teacher Aide  
 Ann Marie Stobb, Teacher Aide  
 Carole Limar, Teacher Aide

Laura Graser, English  
 Cathy Hallowell, Elementary/Special Education/Reading

Eileen Snover, English  
Mary Seabrook, Earth & Space Science

Co-Curricular Advisors

Frank DiLeo	Girls' Basketball Coach LMMS, Grades 7 & 8	\$4120
Bill Weiant	Model Building	\$28.89/session, 8 Sessions
Sean Boyle	Military History & Strategy Club	\$28.89/session, 8 Sessions
Michelle Harned	Jr. Kid-to-Kid Program	\$1248, Club D
Nicole Stanchock	LMMS Fitness Club	\$28.89/session, 8 sessions
Karin Kao	Jefferson, Web Designer	\$500.00

Eyer Pod 1 Team Leader

Mike Hubbs (Transfer from John Hartzog)

Educational Conferences – Exhibit 2

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

Informational – Administrative Reports – See Exhibit Section

Mr. Richwine commented on the Cyclical Budget Tool and Dr. Torma indicated it was informational. Ms. Kowalchuk noted that the amount budgeted for teacher aides is over budget. She said she realized the need for the positions but she felt it needed to be looked at when reviewing staffing patterns. Mr. Ballard asked if there was a projection on where the growth rate puts the district. Mr. Reigal responded that last year at this time the district was over \$300,000 and at the end of the year it was \$500,000. He said he did not know what the projection is but the Board would be notified. Mr. Ballard asked for a graph to show the overage. Mr. Earnshaw asked if most of the aides were for special education students. Dr. Torma responded affirmatively. Mr. Earnshaw said the Board's hands are tied if a student has an IEP that requires the services and the law requires these needs be met. He said he was not in favor of graphs or projections and burdening the staff with this request. Mr. Richwine noted that the IU is running into the same problem since it serves a large population of special education students. Mrs. Thompson suggested putting more money in the fund when the budget is prepared next year. Mr. Earnshaw pointed out that originally the budget proposal had significantly more for aides but the Board put a lot of pressure on the administration to cut that allocation.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thompson-----8  
Absent: Thomas-----1

5. Policy

A. Earnshaw  
C. Ballard  
F. Fuller  
E. Gannon

1. First Reading: Board Policy 200, Enrollment in District (Exhibit 3)  
Board Policy 202, Non-Resident Students (Exhibit 4)  
Board Policy 404, Employment of Professional Employees (Exhibit 5)

2. Policy Committee Minutes (Exhibit 6)

Motion by Ballard, Seconded by Gannon

RESOLVED, That the minutes of the May 24, 2005 Policy Committee meeting be included in the permanent minutes of this meeting.

This resolution was unanimously adopted by voice vote of the Policy Committee.

6. Facilities

1. Walking Path, Wescosville School

Motion by Earnshaw, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors authorize the administration to prepare bid documents for installation of the walking path at Wescosville School

at a budget estimate of \$42,000 as reported in the October 5, 2005 letter from Liberty Engineering, 7535 Windsor Drive, Allentown; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve submitting all required forms and documents requiring approval from state and local agencies.

Note: Funding for the Project to come from the Capital Reserve Fund.

Ms. Kowalchuk indicated that she could not support the motion for the walking path. She said her reasons deal with the fact that the Board needs to closely examine some of the questions raised by residents, the district is in the middle of a feasibility plan, and the cost of the project in relation to the Eyer project, should be considered. Mr. Earnshaw asked about the number of the students who would be bused. Mrs. Leslie Daniel, Director of Personnel and Transportation, indicated there are 31 students who could walk and maybe an additional 21 when Harvest Fields is completed. She said the other thing that needs to be considered is that the bus service also has a high school run and that this pathway will not eliminate a bus. Mr. Earnshaw said one of the things he considered was whether the district would financially benefit by having this walking path. It appears that there would be no long-term impact in bus savings. He considered the petitions and felt some points were valid; however, he disagreed with some points regarding traffic and parking problems that may or may not happen and are out of the control of the district. He commented on the Lower Macungie Township requirements on having a tree buffer zone. Referring to the walking to school safety issues, he pointed out there are a number of areas in the district where students are walking through areas with the same conditions. He could not support a lot of the arguments that have been brought up. Mr. Earnshaw said he heard the concerns but there is no real financial benefit to the district. Mr. Ballard said he had some concerns about the petition and asked Solicitor Fisher for the legal impact. Solicitor Fisher indicated that the original plans were for a subdivision on the property adjacent to Wescosville. The district acquired the small piece of property so the land would be contiguous to currently owned property. Mr. Ballard asked if it was a legal expenditure of funds for the maintenance of property values of adjacent homes. Solicitor Fisher responded negatively. Mr. Ballard asked if there was any request to purchase the space for green space. Again, Mr. Fisher responded negatively. Mr. Ballard asked several other questions regarding safety, and Mr. Fisher said the district actually decreases exposure for liability when the path is currently being used in its present condition. He also pointed out that it gives another exit for emergency evacuation of the school. Mr. Richwine thought this was not a pressing issue and he was surprised that it was on the agenda. He was hesitant to go ahead when there is no pressing need to do it in light of the feasibility study and he would not support the motion. Ms. Fuller asked if there would be additional permits needed if this path was included in a plan. Mr. Fisher responded that if it was included as part of the plan for the fields or buildings, it is subject to review and comment by the township. He explained the process that is required for a conditional use permit. Ms. Fuller clarified that under the current scenario the path can be installed without a review process and, if additional development comes about, the path can remain. Mr. Fisher reiterated that if there is additional development it might impact the walkway. Responding to a question from Mr. Robert, Dr. Torma indicated that evacuation of the building would currently be on Brookside Road. Mr. Robert pointed out that having a path would seem to be a better plan. Dr. Torma said the path area is currently being mowed on a regular basis so that would provide some access to the building. Referring to the baseball fields, it was noted that there are no plans for lights. Mr. Robert asked how long it would take to go through the bidding process. Mr. Reigal indicated it would take three separate weeks for advertising and then the time to make a recommendation based on the bids. If the path were going to be installed this year, the district would have to start the process right now. Ms. Gannon said if the pathway is postponed the township could turn down the pathway and require additional conditions. Ms. Gannon said that at this point there is control over the path and that is an argument for going ahead. She also commented on the evacuation for the school. She said the payment would be recovered over several years of savings for a partial bus. Mr. Earnshaw asked how many times there has been an evacuation. Mr. Moyer responded that the traffic is redirected when there is a planned evacuation drills. Mr. Richwine said he was not against putting in the path but he felt the district was rushing into this proposal. Mrs. Thompson said it has been the intention of the Board to put in this walking path. She felt it was an excellent way for students to get out, noting there is even mention in a draft wellness policy to have students walk to school. She recognized that the financial impact on busing was not substantial; the district is in the process of conducting a feasibility study; and the pros and cons of handling this project separately or as part of a larger project.

This resolution was defeated by the following roll call:  
Nay: Earnshaw, Fuller, Kowalchuk, Richwine, Thompson-----5  
Aye: Ballard, Gannon, Robert-----3  
Absent: Thomas-----1

7. Legislative C. Ballard
1. Northampton County School Districts' Tax Reform Minimum Standards

Mrs. Thompson reported on the meeting that was held for superintendents (Dr. Denise Torma, Assistant Superintendent also attended.) and board presidents in IUS 20 and 21 regarding tax reform. She noted that there had been no discussion about how the funds were going to be found; the index was to be fair (left up to interpretation), and

funding based on tax relief rather than equitable funding of education. Montgomery County Legislative Liaison Lorie Stout pointed out that in talking with legislators the school directors need to stick to the issues and should not just stay on a bill number. Allentown Superintendent Dr. Karen Angello said the directors should not agree to anything until the money is there. Mrs. Thompson explained that refunding money to senior citizens when there is inequitable education funding would only take more money away from education. Mrs. Thompson asked for input from the Board since this will be brought up during the Legislative Policy Session. Mr. Ballard noted that there are a number of proposals that are currently supported by different groups. Mr. Ballard felt the basic areas deal with the proposal containing mandatory referendum; the reliability of the money the district is going to receive; and the impact of state supplied funding directly to the school district in excess of what is being provided now. If a majority of funding would be provided, does it provide more state control? He felt it was far too early to determine which proposals are the front-runners. Mr. Earnshaw felt the whole proposal skirts the topic of educational financing, adding that many costs are not controlled by the local school district. There must be a rational discussion about funding education and he would not be in favor of supporting the Northampton proposal. Ms. Kowalchuk questioned what was the purpose of the proposal. Mrs. Thompson said because of the illegal pay raise and the districts opposition to Act 72 that this was an opportunity to come to some agreement. The major thing they thought was wonderful about the proposal was making a presentation to the Board of Appeals. The same provisions in Act 72 were presented such as SAWW as being a fair index. Ms. Kowalchuk said that overall she did not feel comfortable with the proposal. Mr. Ballard could support the Mellow bill that gets away from the issue and raises the senior rebate program. Ms. Fuller said she would not support anything that provides another layer of bureaucracy. Ms. Gannon was not in favor of the proposal. Mr. Richwine said a lot of it was modeled on the Act 50 and Act 72 framework. Mrs. Thompson summarized that the Board appreciates the fact that they are opening a dialog but the Board does not agree with the terms. There was consensus on this summary.

## 8. Business Operations

### 1. Approval of the Bill List

Motion by Ballard, Seconded by Earnshaw

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

Treasurer's Report

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

Construction Funds – Exhibit 7

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2004A Bond Issue as listed on Exhibit 7

Facility Rental Request

RESOLVED, That the East Penn Board of School Directors grant permission to the following Group V organization to use district facilities as presented:

Organization:	Blue Horizons
	1100 South Columbus Blvd, Philadelphia
Facility:	Natorium, Emmaus HS
Activity:	Scuba Instruction Exam
Date:	October 29, 2005
Fees:	\$413.00, daily rate (9:15 a.m.-2:15 p.m.)
	\$32.50 per hour custodial fee

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thompson-----8

Absent: Thomas-----1

### 2. Per Pupil Allocation

Mr. Reigal recommended that the Board consider an adjustment to the per pupil building allocations based upon current enrollments. He also recommended that any building with a reduction in enrollment be held harmless and be allowed to maintain the building budget appropriation at current levels. This adjustment would cost the district \$47,140 and will allow building principal's the flexibility to continue necessary programs. This would come out of budgetary reserve where there is approximately 4 million dollars. Mr. Reigal explained how additional students require more resources such as an increase in the number of textbooks ordered. This summer enrollment grew by 460 students after budgets were set up in April. Principals are dealing with 100 more students in a building than budgeted. For



example, it cost \$40,000 more for textbooks in the high school. In talking with principals, the cuts would be in field trips, conferences, and other areas vital to the educational program. He asked the Board to review the allocations based on present enrollments. Mr. Ballard said it is increasing the budget by \$47,000. Mr. Reigal said the budgetary transfer would probably be at a future board meeting. Mr. Reigal had forwarded the board information about the major items that the district has been confronted with this year. He said the fund balance was substantially more than budgeted and there was a bond refinancing. He said there is \$566,000 more in the general fund balance than anticipated. In answer to a question by Mr. Ballard, Mr. Reigal explained that the reallocation would be based on the number of students. Ms. Gannon asked why it was necessary to do this now. Mr. Reigal said it is being done now to facilitate planning and the amount was arrived at by using the per pupil allocation multiplied by the number of students. Ms. Gannon felt that funds should be removed if the enrollment goes down. He pointed out that principals have planned their program based on the budget that was approved and to change the allocation after a quarter of the year does not seem to be prudent. Mr. Earnshaw felt it was fair to increase for the increases and decrease where there are decreases. Mr. Richwine said he had no problem with the hold harmless. He felt that cutting a budget already planned was not necessary. Ms. Kowalchuk felt that the hold harmless is appropriate. Mr. Reigal will prepare a motion for the next agenda. Mrs. Thompson noted that a majority of the Board seemed in favor of the increase in per pupil allocation. Regarding the hold harmless discussion, Mrs. Thompson, Ms. Fuller, Ms. Kowalchuk, and Mr. Richwine were in favor of the hold harmless and Mr. Ballard was neutral. Ms. Gannon said last year they did not have a lot of this information and thanked the administration for the information.

9. Other

Mrs. Thompson expressed her appreciation to the staff for the job they are doing in the absence of the Superintendent.

Mr. Ballard asked that the Feasibility Study be forwarded to the Board as far in advance as possible.

Mr. Robert asked that the Merit Semi- Finalists be recognized along with the other students.

10. Announcements

Monday, October 24	7:30 p.m.-Board Meeting, Board Room
Wednesday, October 26	7:00 p.m.-Black Box Improve Night, EHS
Friday, October 28	11:00 a.m.-Early Dismissal, Secondary Schools
Thursday, November 3	6:00 p.m.-EHS Spaghetti Dinner, Cafeteria I
Tuesday, November 8	Election Day
Wednesday, November 9	7:00 p.m.-PSBA Fall Legislative County Meeting, Parkland Administration Center
Thursday, November 10	Annual Thanksgiving Dinner
Friday, November 11	9:30 a.m.-Veterans' Day Program, LMMS Auditorium 9:30 a.m.-Veterans' Day Program, Shoemaker
Monday, November 14	7:30 p.m.-Board Meeting

Recognition of Governor's Schools Participants

Master Plan #1 Report – Enrollment & Capacity:  
Overview & Options

Week of November 14-18	Elementary Parent-Teacher Conferences, Early Dismissal, Condensed K Schedule
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11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:20 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine,  
M. Robert, V. C. Thomas, A. L. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Board Secretary: Cecilia R. Birdsell  
Board Treasurer: Gary Reigal  
Substitute Superintendent: Dr. George Ziolkowski  
Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

Board President Ann Thompson and Dr. George Ziolkowski recognized the following students for their achievement in the Merit Scholarship competition and as participants in the various Governor's Schools of Excellence. The students received a round of applause from the audience.

### 2. Student Recognition:

#### 2006 Merit Scholarship Semi-Finalist

Jiang Andrew Hanqi

#### Commended Students in the 2006 National Merit Scholarship Program

Karen A. Bechtold  
William G. Burroughs  
Adam R. Clever  
Jeffrey A. Glaser  
Christa L. Heffron  
Nicholas D. Kosik  
Byunghoon Lim  
Jennifer S. Winkler  
Rebecca E. Witmer

#### Governor's Schools

Marissa Kang, Arts  
Brandon Chin, Agricultural Science  
Gloria Leung, Teaching

### 3. Requests to Address the Board

Terrie Graczyk, 1163 Joyce Circle, Wescosville spoke about the issues surrounding the Wescosville School walkway. Mrs. Thompson said the Board did vote against putting the pathway in at this time.

Mrs. Thompson thanked the administrative staff for the extra effort that they put forth in Dr. Morgan's absence and before the appointment of Dr. Ziolkowski. She acknowledged the efforts of Dr. Torma, Mrs. Daniel, Mr. Reigal, and Miss Birdsell over the past few weeks.

### 4. Approval of Minutes

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the minutes of the October 24, 2005 meeting as presented.

This resolution was unanimously adopted by voice vote.

## 5. Facilities Planning

### -Eyer MS Project

Mr. Paul Felder from the Architectural Studio updated the Board on the status of the Eyer project. Using drawing boards, Mr. Felder explained the layout of the existing and proposed building and the structural, environmental, mechanical, and security issues involved. He said two portables will be used for the administration area and health suite and are included in the original plan. Included in the discussion were nine additional portables for relocating classrooms and other academic areas. Currently, there are three portables at the school. He noted that the additional portables could be purchased through the state purchasing system and the portables are available as rentals. Mr. Felder noted that, at this time, he was not looking for action from the Board. The bids for the project will be received in March 2006 and, at that time; the Board could make a decision. Mr. Ballard asked if the administration has any position or input and commented on the \$500,000 for portables. Dr. Ziolkowski indicated that he had met with the administrative staff and Mr. Felder and had a telephone conversation as well. Mr. Ballard also asked how long the portables would be in place. Mr. Felder said the portables would be in place for approximately 18 months. He indicated that the project was in the final submission phase for Lower Macungie Township. He indicated the additional portables are being shown on the site drawing now rather than later. In answer to questions raised by Mr. Ballard, Mr. Felder indicated the average electrical cost for relocatables was \$30,000. Mr. Tom Bush from Snyder-Hoffman indicated that the district standard is to include such items as fire alarms and smoke detectors and this is done at an additional cost. Mr. Felder acknowledged that the estimate is based on using the figures that the district experienced in the last round of putting in relocatables. Mr. Ballard pointed out that there would be a strong reaction to the approach of adding expenses here and there since the budget is very tight for this project. Mr. Earnshaw asked who provided input for the option for reconfiguring the educational spaces. Mr. Felder responded that there were meetings over the last two or three months that included the building principal, Mr. Carl, Mr. George Moore, and Mr. Bush and the other administrators. Mr. Earnshaw said he would like to have input from the Eyer staff to let the Board know what they would prefer. He, too, indicated that the Board was given a figure for construction and that amount was borrowed. He would have great resistance if there were pressure above and beyond that estimate. Mr. Earnshaw asked if all portables are windowless since it may be a security issue. He felt the gym would be unacceptable as a classroom space. Mr. Felder said there are no individual designs at this point knowing that some spaces may not be desirable. He added that these are all techniques that have been used in other school projects. Mr. Earnshaw asked if the six-month lag between the Act 34 Hearing and receipt of bids is typical. Mr. Felder responded affirmatively. Mr. Moore said the first phase with the parking lot could be started before the end of the school year. Construction on the building would be after the close of the school year. Ms. Kowalchuk asked if the \$200,000 that was built into the budget included other internal modifications. Mr. Felder said a project of this magnitude could expect to be \$200,000-\$300,000 for the modifications. Ms. Kowalchuk asked about security when the main office is in a relocatable. Architect George Moore indicated that there would be temporary fencing, monitors, and cameras to show the building. Ms. Gannon asked if there was any reason the project could not be started where it does not impact on the building immediately. Mr. Moore explained how the steel work would be connected to the main building after the excavation and foundation phase. Ms. Fuller asked if they would receive the input from the faculty and administration on which option was preferred. Mr. Felder said initially one of the options was to relocate some students to Lower Macungie MS but the enrollment increase at LMMS removed that as an option.

Dr. Douglas Wells, Principal of Eyer MS, said the phasing option has only been discussed in the last several weeks. He said most of the discussions have been with groups of teachers regarding the instructional areas. This phasing has not been shared with the Eyer staff. Dr. Wells felt the proposal utilizing substandard space was not a good option academically. Mr. Earnshaw said it is probably premature to make a presentation to the staff but as the Board gets closer to the decision making phase they would appreciate the staff input. Mrs. Thompson pointed out that only so much has been budgeted for this project and, if the portables become an option, then the funds will not be available for the alternatives. Dr. Ziolkowski said the alternates listed were at prices that were available last February, adding that there is no way to know what those costs will be now. He also indicated that they would also investigate some combination of portable use. Dr. Ziolkowski asked about the timing for having relocatables available and ready for the start of the school term. Mr. Felder said because of the way the district can rent relocatables through the state system, it is his hope that the decision could be put off until the bids for the project are received.

### -EPSD Master Plan – Report 1: Enrollment & Capacity /Overview of Options

A copy of the Master Plan Report #1 is attached to the minutes of this meeting.

Mr. Felder explained that this is a draft of the Master Plan and there are no recommendations in the report for action. Over the next few months, information will be presented. He said the suggestion was made to look at short-term and long-term options in structuring this report. Referring to Page 4 dealing with enrollment projections, Mr. Felder indicated that the district has undergone considerable population growth. The state used to do projections that provided a base line but for the past two years PDE has not done these calculations. The Lehigh Valley Planning Commission indicates a 22% increase in population. Mr. Felder indicated that the Upper Milford sewer system project could result in a dramatic increase in population over a 20-year projection. At some point, the Board will also have to determine the size of educational facilities. Some of the short-term options considered in the report include erecting relocatable classrooms, finding interim space within a building, reactivating Lower Macungie School and/or Kings Highway. The long-term options include implementing a year-round school program (staggered schedule), constructing one or more new elementary schools on district-owned sites, additions and alterations to existing schools, acquiring additional property, as well as a kindergarten center. Mr. Felder reviewed the buildings where additions could be added. Referring to middle school options, Mr. Felder indicated that Lower Macungie MS offers the greatest potential for adding a large number of relocatables. He also described the functional capacity that was used because of the team teaching concept. The long-term options for the middle school include an addition to Lower Macungie MS, grade restructuring, and construction of a third middle school. Referring to the high school, he noted that class sizes are increasing. He reviewed the short-term options that include interim space within the building, relocatable classrooms, and renovating the district administration area into academic space. He briefly highlighted making use of off-site educational programs and learning academies. Mr. Felder said there was nothing specific to bring to the table. The long-term options for Emmaus HS include constructing an addition to EHS or constructing another high school. He also mentioned some of the non-traditional options that are included in this report.

Mr. Earnshaw asked at what point in renovating Lower Macungie Elementary School would ADA requirements be included. Mr. Felder replied that if the building is being modified by more than 25%, that will trigger ADA approvals. Mr. Earnshaw felt there should be a discussion about the size of schools. He felt the Board should rely heavily on the administration to bring in a plan about what is the ideal size for a school. He commented on Lower Macungie Township already reaching half of the population at this time rather than 20 years from now. He commented on Upper Milford Township's growth with the sewer system being installed. He commented on consolidating school districts as a legislative initiative. Mr. Ballard pointed out that Act 72 exceptions included a district growth rate of 10% and East Penn only had 6.4%. The district would not have qualified for the exceptions. Mr. Ballard asked about functional capacity and the team teaching concept. LMMS Principal Bob Misko came to the podium to explain the team teaching concept that has been in effect since 1998. Team teaching requires more classroom space, adding that only 75% of the classroom time is being used so the efficiency can drop as low as 60%. This does not work for the high school. Mr. Ballard suggested that an option could be a more efficient use of space for team teaching to increase the functional capacity of a building. He felt that the Board should be taking a 3-point approach: Short-term options; building some space for elementary; and looking for additional land. Ms. Kowalchuk asked what size building could be put on the LMES site. Mr. Felder indicated the site could hold a school about the size of Alburtis, housing 600 students. She then asked what could Kings Highway be used for. Mr. Felder cited the environmental concerns. Ms. Kowalchuk asked about the commercial space questioning if that would be a long process. Mr. Felder said it would depend upon whether it is a Plancon process or non-Plancon process. He did not think the approval process would be much of an issue. Ms. Kowalchuk asked about the Wescosville site and the number of acres available. The Liberty Lane site would be able to house an Alburtis-size school. Mr. Richwine asked which of the three sites would present the least problems from the point of view of getting approvals and additional approvals. Mr. Felder felt there might be enough land on the Wescosville site for a middle school, noting Sauerkraut Lane was looked at for a middle school but the flood plain was an issue. Mr. Richwine suggested seeking municipal and other partners to find a vacant space for looking at the academy process. Dr. Ziolkowski said there might not be a lot available within the walking distance of the high school and some of the complications of making school sites from non-traditional spaces. Mr. Richwine asked if LMMS site could be converted to a high school and then build a middle school on another property. Mr. Felder indicated he would have to get back to the Board with an answer to that question. Dr. Ziolkowski pointed out that these are all things that could be explored as the study progresses. Mr. Robert said at the time the district was pursuing a middle school on the Sauerkraut Lane property there were other ordinances in place that may have been changed. Ms. Gannon felt the district has to look at all available properties to maximize capacity, adding some of the ideas are worthy of further investigation. She noted that universities utilize the lecture type course and students at the high school might be ready for college level courses.

In answer to a question from Mr. Ballard about reimbursement, Mr. Reigal reported that the state reimbursement for projects is below 15% and is not a significant factor. Ms. Kowalchuk suggested exploring graduation requirements. Mrs. Thompson commented on a company that is willing to build a school to district specifications and then the district would rent the building. She also noted that community members have indicated that the district should build and have several stories where possible.

After further discussion, it was agreed that Mr. Felder would be coming back with the next phase of the study at the January 9 Board Meeting. He will be working with administration to finalize the second draft.

The Board recessed at 10:05 p.m. and reconvened at 10:15 p.m.

6. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by Ballard, Seconded by Gannon

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

Retirements/Resignations

-Shirley Hammel, Administrative Assistant in Maintenance Department, effective December 23, 2005 (Exhibit 1)

Dr. Ziolkowski complimented Mrs. Hammel, noting she is a delightful person and very positive influence on employees.

-Jill Hammer, Elementary Teacher at Lincoln School, effective immediately (Exhibit 2)

-Edward J. Lesko, Custodian, effective January 20, 2006 (Exhibit 3)

-Kim Washburn, Teacher Aide at Macungie School, effective November 11, 2005 (Exhibit 4)

Leave as Per Collective Bargaining Agreement

Employee: Heather Moser  
Grade 5, Lincoln School  
Effective: December 6, 2005

Professional Employee Appointment

Name/Address: Dana Siggins  
501 Pinto Place, Allentown 18106  
Education Level: B. S. Degree (1996)  
M. S. Degree (2001)  
Undergraduate School: Kutztown University  
Graduate School: Wilkes University  
Certification: Instructional II, Elementary K-6; Ment/Phys.  
Handicapped  
Assignment: Shoemaker School, Special Education-Emotional  
Support (Vacancy created by resignation of R.  
Karboski)  
Effective: To be determined  
Experience: 4/97-Present: Pennridge SD  
Salary: \$50,100 (Step H, Year 8, Col. M)

Temporary Professional Appointments

Name/Address: Jeffrey Williams  
110 Arrowhead Court, Phillipsburg 68865  
Education Level: B. S. Degree (2004)

Undergraduate School: Kutztown University  
 Certification: Instructional I: Elementary, Special Education  
 Assignment: Lower Macungie MS, Special Education Learning Support (New unbudgeted position)  
 Effective: To be determined  
 Experience: 2/05-Present: Centennial School  
 Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Brian Miller  
 4 South Ninth Street, Perkasie 18944  
 Education Level: B. S. Degree (2004)  
 Undergraduate School: Kutztown University  
 Certification: Instructional I, Elementary, Special Education, Middle Level Math, 7-9  
 Assignment: Wescosville School, Education, Learning Support (New unbudgeted position)  
 Effective: To be determined  
 Experience: 9/04-Present: Central Bucks SD  
 Salary: \$39,700 (Step B, Year 2, Col. B)

These positions are due to the growth in the special education program. Mr. Richwine asked if there is any funding. Dr. Ziolkowski said the excess cost funding was terminated in 1990.

#### Full-Time Substitute Teacher Appointment

Name/Address: April Bispeck  
 5230 Dartmouth Drive, Macungie 18062  
 Education Level: B. S. Degree (2001)  
 Undergraduate School: Penn State University  
 Certification: Instructional I: Elementary, K-6  
 Assignment: Grade 5, Lincoln School (Opening created by H. Moser leave.)  
 Effective: November 15, 2005  
 Experience: 9/02-6/05: Fairless Hills SD  
 Salary: \$39,200 (Step A, Year 1, Col. B)

#### Additions to the 2005-06 List of Per Diem Substitutes

Paul DeJohn, English  
 Virginia Barber, Mathematics  
 Sherrie Bonetz, Elementary  
 Jill Hammer, Elementary  
 Suzanne Rossowski, Guest Teacher  
 Kimberly Moyer, Food Services Department

#### Teacher Aide Appointments

Name/Address	Assignment	Salary
Lynn Baxter 5310 Scout Rd Zionsville 18092	EHS, Study Hall (G. Wagner resign.)	\$10.70/hr., 26 hrs./wk.

Effective: November 15, 2005

#### Technical Assistant

Name/Address	Assignment	Salary
Karen Heckman 325 Walnut Street	Part-Time Tech. Assistant	\$13.20/hr., 30 hrs./wk.

Alburtis 18011

Co-Curricular Advisors

Emmaus High Club List (See Exhibit 5)

**Note: Field Hockey Club was removed from the roster of clubs in Exhibit 5.**

Gregory Scholl	LMMS, Finance Club	\$260
Joseph Azzolina	Italian Club, Geography Club, Baseball Club	8 sessions for each club @\$28.89

Changes in Aide Hours

Aide	From	To
Dorothy Grois	31.5 hrs.-EHS-Bldg.	23.0 hrs.-EHS-Study Hall
Reason:	Change of duties	
Kim Nemeth	23.0 hrs.-EHS Study Hall	31.5 hrs.-EHS Bldg.
Reason:	Change of duties	
Denise Edelman	31.5 hrs.-Wescosville Special Education	15 hrs.-Wescosville
Reason:	Change of Position	
Mary Rose Velasco	12.5 hrs.-Alburtis	16 hrs.-Wescosville
Reason:	Transfer to new position.	

Educational Conferences – Exhibit 6

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 6.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

2. Approval of the Wellness Policy Committee Members

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the following list of members for the Wellness Policy Committee as authorized by the Child Nutrition and WIC Reauthorization Act, P. L. 108-265:

Dr. Michael Murphy, Director of Pupil Personnel Services  
(District Administrator)  
Ann L. Thompson (Board Member)  
Linda Hengeveld (School Food Authority)  
Christa Heffron (Student)  
Susan Ickes (Parent/Guardian)  
Doug DeIvernois (Public)  
Cathleen O'Connor (Public)  
Mike Seip (Public)  
Sharon McCarthy (Public)

Note: The first meeting of the Wellness Policy Committee is scheduled for Wednesday, November 16, 4:00 p.m.

The Student Wellness Policy must be adopted by the school board no later than July 1, 2006.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

7. Policy
- A. Earnshaw  
C. Ballard  
F. Fuller  
E. Gannon

1. Interim Reading: Board Policy 200, Enrollment in the District (Exhibit 7)  
Board Policy 202, Non-Resident Students (Exhibit 8)  
Board Policy 404-Employment of Professional  
Employees (Exhibit 9)

8. Facility

1. Substantial Completion –EHS Bleacher Pads and Walkways

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve substantial completion with Bertolet Construction Corporation for Emmaus High School bleacher pads and paved walkways project.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

9. Legislative

-Report on Lehigh County Legislative Meeting

Mrs. Thompson indicated that she and Ms. Fuller had attended the Lehigh County Legislative Meeting. A copy of the 2006 Legislative Priorities is attached to the minutes of this meeting. Mrs. Thompson reported that East Penn was the only school board who had discussed the Northampton County proposal for tax reform. At this meeting, it was suggested that Chairperson Roberta Marcus (Parkland SD) write a letter to Bethlehem Superintendent Joe Lewis stating the position of the school districts in Lehigh County. Other district representatives in Lehigh County had to go back to discuss the proposal with their Boards and then get back to Mrs. Marcus. At Hershey, Mr. Ballard asked that the Board proposal concerning legislators' responsibility regarding unfunded mandates be decided by the Legislative Policy Council at the conference after it had been rejected by the PSBA Platform Committee. The assembly voted to have this added to the General Principles section of the 2006 PSBA Legislative Platform. It was noted that it is not easy to have an item added at the Policy Council meeting. It was noted that there is another Lehigh County Legislative Meeting on December 2.

Mr. Ballard and Mrs. Thompson reported on other issues and bills that are being considered such as extracurricular activities for home school students, contract bid adjustments, ratio of school nurses to students, disclosure of information requiring the PA Public School Employees' Retirement System to disclose the names and home addresses of its members to non profit annuitant or active employee associations, and candidate affidavits. HB 280 amends the School Code to prohibit school boards from selling unused and unnecessary school buildings or properties for less than the fair market value. HB 2019 would revise the Eminent Domain Code to prohibit state and local governments from selling to commercial developers condemned property taken by eminent domain. He briefly highlighted HB 1 that amends Act 72 of 2004 to require all school districts' mandatory participation in the receipt of gaming monies to fund homeowner property tax relief. Also, being considered are the TABOR bills that are a package of proposals



that has been introduced and would limit state spending to either the rate of inflation or the rate of growth in statewide personal income. This could complicate school funding even more than Act 72. He concluded that once the issue of the legislators' pay raises is decided then they will be working on tax reform. He felt districts would be squeezed between mandates and funding. He said there are a large number of expenses facing districts through mandates. Dr. Ziolkowski added that if the bill concerning the ratio of students to school nurses would be adopted it could mean two more positions in East Penn. This would be another example of an unfunded mandate.

10. Business Operations

1. Bill List Approval

Motion by Robert, Seconded by Ballard

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

Record of Investments – Exhibit 10

RESOLVED, That the East Penn Board of School Directors approve the investments as listed on Exhibit 10.

Special Fund Disbursements – Exhibit 11

RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and the GOB 2004A Bond Issue as listed on Exhibit 11.

Budget Transfers – Exhibit 12

RESOLVED, That the East Penn Board of School Directors approve the budget transfers listed on Exhibit 12.

Note: These transfers are being done to cover costs for buildings with enrollments much greater than budgeted.

In answer to a question from Ms. Kowalchuk, Mr. Reigal noted that there is one student at Shawnee and Devereaux may be one student as well. She asked if that was a monthly charge. She also asked about the number of students in charter schools.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

11. Other

Ms. Fuller reported on a cross-cultural program with the Juan Martinez de Orbe Elementary in Ecuador and the Wescosville School Gifted Program. She described how the program has been progressing and how the Wescosville parents are engaged in fundraising for the school in Ecuador. Ms. Shulman, Director of Curriculum & Instruction, said the teacher Sue Brown would be going to visit the school and will be taking gifts prepared by the students. Ms. Fuller suggested the Board might want to see a brief presentation indicating this may also support fundraising efforts with local service clubs and corporations. Mr. Richwine said it might be a good idea to honor the students who do something extraordinary. Ms. Gannon said she would defer to the administration, adding that the request should come through administration rather than having individual presentations.

Mr. Richwine commented on the Intelligent Design trial in Dover. He relayed a story about a newly elected board member sharing a book about the myth of separation of church and state, adding it would be presented in the next round of social studies curriculum review in Dover. He concluded that there are many things out there that will be introduced into curriculum with a specific agenda.

Based on his personal experience, Mr. Earnshaw complimented the teachers for their work during elementary parent-teacher conferences.

Mrs. Thompson asked board members to indicate their preference for assignments for LCTI and the IU. She noted that some board members are currently serving on the IU Board, LCTI JOC, and Legislative. If they wish to change their assignment, they should notify Miss Birdsell. East Penn has been granted another seat on the JOC and she asked that board members let Miss Birdsell know.

12. Announcements

Monday, November 14	6:45 p.m.-Executive Session (Personnel & Litigation)
Week of 14-18	7:30 p.m.-Board Meeting, Board Room Elementary Parent Teacher Conferences Early Dismissal and Condensed K schedule
Thursday, November 17	6:30-8:30 p.m.-Communicators Forum, EHS Cafeteria
November 17, 18, 19	7:30 p.m.-Two One-Act Plays, LMMS Auditorium
November 19	10 a.m.-2 p.m.-Eyer Chili Cook-Off/Craft Fair
November 21, 22, 23	11:00 a.m.-Early Dismissal, Middle Schools Parent Conferences
November 21, 22	Kindergarten Conferences, Condensed Schedule
November 24, 25, 28	Thanksgiving Holiday – All Schools & Offices Closed
Monday, December 5	7:30 p.m.-Board Reorganization Meeting
December 6	7:30 p.m.-EHS Winter Choral Concert, Auditorium
December 7	7:00 p.m.-Middle Schools Orchestra Winter Concert, LMMS Auditorium
	7:00 p.m.-Shoemaker Winter Choral Concert
December 8	7:00 p.m.-Wescosville Winter Concert
December 9	7:30 p.m.-Jefferson 5 <sup>th</sup> Grade Winter Concert
December 12	7:30 p.m.-Board Meeting, Board Room

Mrs. Thompson mentioned that there will be an Open House at LCTI from 6-8:30 p.m. on November 15. Board Secretary Cecilia Birdsell will be attending a Rotary Meeting at LCTI on November 16.

13. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 10:45 p.m.

Cecilia R. Birdsell, Board Secretary

EAST PENN SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REORGANIZATION MEETING

December 5, 2005

7:30 p.m.

Board Room  
800 Pine Street, Emmaus, PA

1. Call to Order; Pledge of Allegiance

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq, Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Substitute Superintendent of Schools: Dr. George A. Ziolkowski  
Press Present: Loretta Fenstermacher, East Penn Press Reporter

2. Election of President Pro Tempore

Miss Birdsell called for nominations for President Pro Tempore. Mr. Ballard nominated Miss Birdsell, who declined. The following nomination and motion was introduced:

Motion by Thompson, Seconded by Robert  
RESOLVED, That Terry Richwine be nominated as President Pro Tempore.

This resolution was unanimously adopted by voice vote.

3. Oath of Office

President Pro Tempore Terry Richwine administered the Oath of Office to the following elected board members who then took their seats at the board table:

Alan Earnshaw  
Francee Fuller  
Sue Kowalchuk  
Valerie C. Thomas

4. Election of President

President Pro Tempore Terry Richwine asked for nominations for President. The following nomination and motion was introduced:

Motion by Kowalchuk, Seconded by Gannon  
RESOLVED, That Ann Thompson be nominated as President.

This resolution was unanimously adopted by voice vote.

President Ann Thompson thanked the Board for its support.

5. Election of Vice President

President Ann Thompson asked for nominations for Vice President.

Motion by Richwine, Seconded by Robert

RESOLVED, That Charles Ballard be nominated for Vice President.

Motion by Kowalchuk, Seconded by Thomas

RESOLVED, That Alan Earnshaw be nominated for Vice President.

Solicitor Fisher suggested that since Mr. Ballard was nominated first, there should be a roll call vote for Mr. Ballard and then for Mr. Earnshaw.

Motion by Richwine, Seconded by Robert

RESOLVED, That Charles Ballard be nominated for Vice President.

This resolution was defeated by the following roll call vote:

Nay: Fuller, Gannon, Earnshaw, Kowalchuk, Thompson-----5

Aye: Ballard, Richwine, Robert, Thomas-----4

Ms. Fuller indicated that she was not voting for Mr. Ballard because she considered him so valuable as the Legislative Chairman.

Motion by Kowalchuk, Seconded by Thomas

RESOLVED, That Alan Earnshaw be nominated for Vice President.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Thompson-----5

Nay: Ballard, Richwine, Robert, Thomas-----4

6. Setting Time & Place of Board Meetings

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors shall meet in regular session in the Board Room located in the Administrative Offices Building, 800 Pine Street, Emmaus, PA at 7:30 p.m. on the second and fourth Monday of each month in 2006, unless advertised otherwise:

January 9, 23	July 10
February 13, 27	August 14, 28
March 13, 27	September 11, 25
April 10, 24	October 9, 23
May 8, 22	November 13
June 12, 26	December 4, Reorganization
	December 11

This resolution was unanimously adopted by voice vote.

7. Designation of Newspapers of General Circulation for Advertising Purposes

Motion by Ballard Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors designate the following newspapers for advertising purposes during the 2006 calendar year.

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

Mr. Robert suggested that the East Penn Press be named the primary newspaper of general circulation because he felt it was more cost effective. There was a discussion surrounding the issue of whether the East Penn Press, a weekly newspaper, could be considered a newspaper of general circulation in comparison with the Morning Call and the Express Times that are both published daily. Ms. Fuller pointed out that, while the East Penn Press gives excellent coverage regarding district activities, the Morning Call has a broader circulation when involved in competitive bidding. Mr. Fisher indicated that, legally, there are certain advertisements that must be published in a paper of general circulation, such as the Morning Call. The East Penn Press can be used, where appropriate, and when timelines permit.

This resolution was unanimously adopted by voice vote.

8. Appointments

Mrs. Thompson reported that East Penn had gained an additional seat on the Joint Operating Committee of LCTI. She asked for a volunteer to serve in the position that requires attendance at the JOC on the fourth Wednesday of the month. Ms. Fuller indicated that one of the most valuable experiences is having the opportunity to meet with other board members across Lehigh County. Mrs. Valerie Thomas volunteered to serve, noting that her position does require evening attendance at activities so occasionally she may have a conflict. It was suggested that all board members who are not serving on the JOC could be appointed as the alternates. Mr. Ballard introduced the following motion:

Motion by Ballard, Seconded by Gannon

RESOLVED, That Valerie C. Thomas be appointed as an East Penn representative on the Joint Operating Committee of LCTI and that all board members who are not currently serving on the JOC be named as alternates.

This resolution was unanimously adopted by voice vote.

Mr. Ballard will continue as the Legislative Chairperson; Mr. Richwine will continue on the IU Board of Directors.

9. Announcements

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

10. Request to Address the Board-None

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 7:55 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

### 2. Requests to Address the Board

Donald Brannan, 406 Cherokee Street, Emmaus reported that he pays taxes in three different areas where he owns land. Most recently, he returned from Ohio where he owns 169 acres in the Dublin, Ohio School District. He relayed his experience that the cost per student in Ohio is approximately \$9500 as compared to East Penn where he incorrectly indicated that East Penn spends over \$12,000 per pupil. Mr. Maury Robert corrected that assumption, noting that East Penn spends \$8,569 per pupil according to state records. This figure was approximately \$1,000 less than what was quoted for the Dublin (Ohio) School District. Mrs. Thompson pointed out that it is difficult to compare the school districts in different states because of the funding. She said they could discuss this after the meeting and thanked him for his comments and suggestions.

### 3. Approval of Minutes

Motion by Robert , Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes for the November 14, 2005 regular meeting and the December 5, 2005 Reorganization Meeting.

This resolution was unanimously adopted by voice vote.

Mrs. Thompson thanked Miss Birdsell for her work with the minutes.

### 4. SGA Report - Emmaus HS

SGA representative Chelsea Fenstermacher reported on the activities that are being conducted at Emmaus HS. She talked about the Bachelor/Bachelorette Auction that will raise money for a needy family in East Penn. In keeping with the holiday season, they are taking Santa pictures. The SGA is working on the Snow Ball that will be held in February.

### 5. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

#### 1. Personnel

Motion by Earnshaw, Seconded by Gannon

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

#### Resignations

Lora Holland, Remedial Assistant at LMMS, effective immediately (Exhibit 1)

Barbara Kleckner, Teacher Aide at Emmaus HS, effective December 24, 2005 (Exhibit 2)

Leaves as Per Collective Bargaining Agreement

Employee: Stacy Knecht, Special Education Teacher, Emmaus HS  
Effective: January 3, 2006

Employee: Heather Herman, Grade 2 Teacher, Wescosville  
Effective: January 3, 2006

Change from Compensated Professional Leave to Sabbatical Leave for Restoration of Health

Employee: Barbara Valladares, Guidance Counselor, Emmaus HS  
Effective: January 28, 2006

Full-Time Substitute Teacher Appointments

Name/Address: Nancy Cleff  
3248 Sequoia Drive, Macungie  
Education Level: B. A. Degree (1980)  
Undergraduate School: Cedar Crest College  
Certification: Instructional II, Elementary  
Assignment: Grade 4, Shoemaker School  
Opening created by K. Yessen leave.  
Effective: On or about January 26, 2006  
Experience: 8/04-1/05: East Penn SD  
9/93-Present: East Penn SD (per diem substitute)  
9/84-6/86: Diocese of Allentown  
9/80-6/81: Diocese of Scranton  
Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Christine Lerew  
3335 Apache Court, Allentown 18104  
Education Level: B. S. Degree (1989)  
M. M. Degree (1990)  
Undergraduate School: West Chester University  
Graduate School: West Chester University  
Certification: Instructional I, Music  
Assignment: Music Department, Eyer MS  
Opening created by E. Marks leave  
Effective: On or about December 15, 2005  
Experience: 2005: Salisbury SD  
2003-2005: Parkland SD  
1991-1993: Upper Darby SD  
Salary: \$39,200 (Step A, Year 1, Col. B)

Additions to the 2005-06 List of Per Diem Substitutes

Mary Geissler, RN  
Marianne Vazquez, RN  
Cailin Meenaghan, Elementary, Special Education  
Sharon Clegg, English  
Bruce Snyder, Social Studies  
Karen Buss, Elementary

Brandi Johnson, Elementary  
Joanne Roth-Gray, Remedial Assistant

Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Marcia Sweitzer 6782 Hickory Road Macungie	Autistic Support, Wescosville (Vacancy created by transfer of D. Edelman)	\$10.70/hr., 31.5 hrs./wk.
Debbie Smoker 6858 Stone Croft Cir. Macungie	Autistic Support , Wescosville (New Position - Unbudgeted	\$10.70/hr., 31.5 hrs./wk.
Aaron Knepp 1314 Barrington Dr. Northampton 18067	Learning Support, Wescosville (New Position-Unbudgeted)	\$10.70/hr., 16 hrs./wk.
Donna Derr 8371 Mertztown Rd. Alburtis 18011	Eyer Office (Vacancy created by transfer of 25 hrs./wk. L. Oswald)	\$10.70/hr., 25 hrs./wk.

Change in Aide Hours

Employee: Debbie Moyer  
From: 32.0-EHS Health Room  
To: 31.5-Special Education, Macungie  
Reason: Transfer Position (Washburn Resignation)

Employee: Chika Acholonu  
From: 12.5-Bldg., LMMS  
To: 20.0-Special Education, LMMS  
Reason: New Position-Unbudgeted  
Employee: Cheryl Calianno  
From: 25.0-Special Education, EHS  
To: 32.5-Special Education EHS  
Reason: Additional Hours

Employee: Jacqueline Lukity  
From: 27.0-Special Education, EHS  
To: 28.75-Special Education, EHS  
Reason: 1:1 Assistance

Employee: Julie Roland  
From: 27.5-Special Education, EHS  
To: 32.5-Special Education, EHS  
Reason: Additional Hours

Employee: Sandra Harding  
From: 12.5-Special Education, EHS  
To: 16.25-Special Education, EHS  
Reason: 1:1 Assistance

Employee: Lalita Shahani  
From: 17.0-Special Education, EHS  
To: 21.0-Special Education, EHS  
Reason: 1:1 Additional Time



Employee: Carol Richard Brown  
 From: 30 – EHS, Study Hall  
 To: 32 – EHS, Health Room  
 Reason: Transfer of Position

Employee: Irma Curran  
 From: 26.75 – EHS, Special Education  
 To: 25 – EHS, Special Education  
 Reason: Reduction in hours

Employee: Terry Langmead  
 From: 32.5 – EHS, Special Education  
 To: 31.25 – EHS, Special Education  
 Reason: Reduction in hours

#### Appointment of Custodian

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Timothy Patterson 234 Hemlock Road Albrightsville 18210	2 <sup>nd</sup> Shift Custodian Bldg. to be determined To replace a retirement	\$16.26/hr., 0 hrs./wk.

Effective: On or about January 15, 2006

#### Appointment – Food Services Department

Kathy Soltysiak 3133 Salisbury Drive Allentown 18103	Part-Time Food Serv. Assist., LMMS	\$10.31/hr., 3.5 hrs./day
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#### Awarding of Tenure

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

Brian Parish	Social Studies	Emmaus H S
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#### Co-Curricular Advisors

Jill Kuebler	EHS, Fall Play Advisor	\$1561.00
	EHS, Fall Costume Designer	\$ 500.00
	EHS, Fall Tech. Director	\$1040.00
Chris Kollar	EHS, Fall Play Assist. Adv.	\$ 936.00
	EHS, Fall Set Designer	\$ 500.00
Carlen Blackstone	American Computer	\$1248.00
	Science League	
John Cari	Winter Track Club, Co-Adv.	\$ 494.00
Neil Morgan	Winter Track Club, Co-Adv.	\$ 494.00
Michael Mihalik	Video Game Science Club	\$ 988.00
David Bowers	Young Repub. Club	\$ 520.00
Andy Moxey	Eyer Head Boys Basket.	\$4120.00
	Coach	
David Brown	Eyer Assist. Boys Basket.	Volunteer
	Coach	
Keith Brader	Head Jr. Var. Football Coach	\$4682.00
Kyle Haas	Head LMMS Boys Basket.	\$4120.00
	Coach	

Sharon Shankweiler      Deck the Walls      \$ 520.00, Club B

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

Mrs. Thompson thanked Mr. Ballard for giving up his time to attend the FRN Conference. She noted that Dr. Ziolkowski, Ms. Kowalchuk, Mrs. Thomas and Miss Birdsell would be attending the PSBA seminars for new board members.

Informational

In accordance with Board Policy 702, Gifts, Grants, Donations, Kristen Campbell, Principal of Lincoln School, has reported that she has received a \$2500 donation from a parent for the purpose of purchasing books for the Lincoln School Library.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

Eyer Spring Musical Advisors

Motion by Gannon, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the following co-curricular advisors:

	<u>Eyer Spring Musical</u>	
Mark Domyan	Director	\$2081.00
Cathy Button	Co-Director, Vocal	\$ 832.00
	Technical Director	\$ 520.00
Steven Braglio	Technical Director	\$ 520.00
Faith Andrews	Costumes	\$ 500.00
Jessica Madow	Accompanist	\$1040.00
William Weiant	Set Design	\$ 250.00
Tracy Maley	Set Design	\$ 250.00
Donna Derr	Tickets	\$ 260.00, Club A

Ms. Fuller indicated she would be abstaining because her sister-in-law was Faith Andrews. A copy of the Conflict of Interest Abstention Memo is attached to the minutes of this meeting.

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

Aye: Ballard, Earnshaw, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----8

Abstention: Fuller-----1

Administrative Reports – See Exhibit Section

6. Education

1. 2006-07 Emmaus High School Program of Studies

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Emmaus High School Program of Studies including the Dual Enrollment Program with Lehigh Carbon Community

College subject to a written Articulation Agreement to the satisfaction of the solicitor.

Dr. Ziolkowski asked Secondary Supervisor Linda DeIvernois to explain the Dual Enrollment Program. Mrs. DeIvernois introduced Ms. Pat Gardner from LCCC; Liz Drake, EHS Principal, Janie Mathiesz, Assistant Principal, and Dr. Diane Flisser, Head Guidance Counselor. She noted that they had all been responsible for putting the Dual Enrollment Program together. The Dual Enrollment Program is part of a Focus Program from the PA Department of Education and has been added to the School Code as part of Chapter 11. There are specific goals that PDE has determined for the program. In brief, Dual Enrollment allows students to earn college credits from a post-secondary institution. PDE also requires that there be Articulation Agreements with post-secondary institutions. East Penn is a member of the Curriculum and Instruction Committee at the IU where there is a sharing of information among district curriculum personnel. The other schools that offer Dual Enrollment are Allentown, Parkland, Jim Thorpe, Lehigh, Palmerton, Panther Valley, Catasauqua, LCTI, Northwestern Lehigh, and Whitehall. Mrs. DeIvernois reported that the courses being offered are Ceramics I, Analytical Geometry and Calculus BC AP, Music Appreciation, and Physics C, AP. Approximately 53 colleges will accept dual enrollment credits from LCCC. Transferability will be addressed with parents and students. It will be their responsibility to see if the college/university that they want to attend will accept the credits. Students will have the option to take the AP exam and have the college credit as a back up. Students will only pay \$30/credit as opposed to the regular tuition at LCCC that is \$90/credit.

Mrs. DeIvernois provided an overview of the Program of Studies. Ms. Kowalchuk asked what happens when a student selects another institution such as Muhlenberg or Lehigh. Mrs. DeIvernois responded that it would be investigated further on how students will get the credit. Mrs. Drake said they are trying to broaden the parameters and move into a more creative culture. Ms. Gannon asked about deletions in the Gifted Program. Mrs. DeIvernois said "secondary" was deleted from the description. Ms. Gannon asked about World Studies and American History. Mrs. DeIvernois indicated that World Studies would be taught at LCTI. Ms. Gannon asked about AP Physics. Mrs. DeIvernois said that depending on how many students sign up for Dual Enrollment it could be a combined class. Mr. Ballard said he would not approve Dual Enrollment as part of the Program of Studies until the solicitor had reviewed the material. Mr. Fisher pointed out that the Program of Studies does include the Dual Enrollment Program and suggested language for the motion to allay Mr. Ballard's concerns. Mrs. Thompson commented on the opportunities being offered through LCTI and was told the guidance counselors have attended sessions concerning the new full day program. Mr. Earnshaw commented on the wonderful programs being offered at EHS and thanked the staff for their work.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

## 2. 2005-06 Student Achievement/Assessment Plans – Emmaus HS

Emmaus High School Principal Liz Drake reviewed the 2004-05 goals and results and reported on the results of the various populations. She thanked her administrative team for their vision and direction. She commented several times throughout the presentation about the grass-root collaboration that has taken place. A copy of the 2005-06 Emmaus High School Student Achievement Assessment Plan is attached to the minutes of this meeting. The report includes the results in the PSSA test for reading, math, and writing. Mrs. Drake noted that all subject areas and teaching strategies are being analyzed for weaknesses and strengths and what is needed for improvement. She explained why the school was in School Improvement I and Safe Harbor as a result of the special education area. She discussed the Summer Transition Program to identify 8th graders who are academically at risk and provide a Jump Start Program to help remediate math, reading, and study skills to better prepare them for the transition to Emmaus High School. The first class will start in July 2006 and will run for three

weeks for three hours/day. Following the presentation, Mrs. Drake and Assistant Superintendent Dr. Denise Torma answered questions asked by board members.

Mr. Earnshaw thanked the staff for their work. He said one of the challenges is measuring a different population of students each year. He felt focusing on eighth and ninth graders was a positive. He asked when the test results are received. Mrs. Drake responded that the results came back in late August. He asked about high-achieving students not taking the PSSA seriously since there is no personal investment in the results and asked if there is any thought for an incentive to take it seriously. Mrs. Drake said there is a voluntary remediation program and she felt the district should be providing remediation that is mandatory. Mr. Earnshaw asked about PSSA testing for individual grades. Dr. Torma responded that starting this year there would be testing in Grades 3 through 8 and Grade 11. This will provide some continuity in programs. Mr. Earnshaw expressed concern about teaching to the test. Mrs. Drake said this issue was discussed as well as the philosophical principles and goals. She said the ultimate goal is to provide success for expanding the level for all students. She also noted that the high school population is changing and the district needs to make sure that the school is meeting those needs. Mr. Earnshaw said he hoped that next year there would be more improvement, noting one test does not describe a student. Dr. Torma agreed and said the daily performance and other indicators must be considered. She talked about looking at the exams and seeing how they parallel with the standards, adding the whole picture must be reviewed.

Ms. Kowalchuk asked how students are identified to be in PSSA remediation. Mrs. Drake said who require remediation and support are identified from middle school reports. Ms. Kowalchuk asked about anchor assessments. Mrs. Drake explained that when teachers plan a lesson, they look at the standards and identify areas in their class lesson that they are employing in the classroom. This is also part of the teacher evaluation process. Mrs. Drake said this 11th grade class is being analyzed along with the teaching strategies.

Mr. Ballard had some structural concerns about the School Improvement Plan. Dr. Torma explained the School Improvement Plan process and the assurance letter that is sent to PDE. Mr. Ballard asked what was being submitted to PDE. Dr. Torma identified the attachment as the plan, adding a Committee at the IU also reviews the plan and the IU Executive Director signs the assurance letter. Mr. Ballard asked further questions about the acceptability of the plan and Dr. Torma reviewed the extensive process that was used and the prior approvals required. Mr. Ballard still questioned the plan, the strategies, and the goals and how they were addressed. Mrs. Drake explained how the areas were analyzed and the benchmarks for dealing with the teaching strategies. Mr. Ballard said he had a problem because there were not enough links to results or attempts to change results. Ms. Fuller said it is heartbreaking that the reputation of the district rests on eleventh graders with IEPs and she felt badly about the youngsters involved in the group. Ms. Fuller commented on students coming into the district just prior to the test and asked if there was any way of determining how long the students were in the district. Dr. Torma indicated that there is an October 1 cut-off date that means if students join the district prior to October 1, they are part of AYP. If students join the district after October 1, the results count toward the participation rate but are not counted in AYP. Mrs. Drake is keeping track of the students at the disaggregate range. Mrs. Thomas asked if there was any feedback from the IU or changes or modifications. Dr. Torma said strengths were cited and areas that might improve the plan. There is a team at the IU that reviews the plans for schools in improvement. The changes were discussed with the building and it is within the realm of the staff to determine which suggestions would be included. Mrs. Thomas said it is obvious that things cannot be changed overnight but she did see some clear action steps. Ms. Gannon asked if there is a disaggregation of the questions so teachers can see where students are having a problem. Ms. Gannon asked what type of information is coming from a breakdown of the test. Mrs. Drake talked about the involvement of curriculum and information technology to help with that process. It is an area that can be improved and they are doing diagnostic work in this area.

Mr. Richwine thanked everybody for their time and effort. He indicated he did not think highly of the PSSA test. He indicated that the tests had never been reviewed for

reliability and validity. He commented on the pros and cons and the unrealistic expectations associated with the test. He said the idea of 100% proficiency for every group by 2014 is also unrealistic. Mrs. Drake felt there could be improvements with students to make them successful. Mrs. Thompson said East Penn takes education seriously for all students and, as a Board, they are very upfront with the public. The reason the district is *In Improvement* is because of a very few students-two students in one subject. She pointed out that overall EHS had 62% proficiency in mathematics and the state target was 45%; EHS had 79% proficiency in reading and the state target was 54%. She said listening to the presentation, one would think the whole school was not doing well; however, the goal is how to improve the students who are not proficient and to improve education for all students. She said she was very anxious for the press to understand that the scores are not horrible. Dr. Ziolkowski agreed it is one test but the district has to recognize it has a responsibility to all students.

3. School Improvement Plan Approval – Emmaus High School

Motion by Earnshaw, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors approve the School Improvement Plan for Emmaus High School for submission to the PA Department of Education.

Note: Deadline for submission is December 31, 2005.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----8

Nay: Ballard-----1

4. Act 80 Day Rescheduled

Because of a snow day on December 9, the Act 80 day for the secondary schools has been rescheduled for Friday, December 23. Parents will be notified.

7. Policy

1. Third Reading

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors adopt the following policies for inclusion in the Board Policy Manual:

Board Policy 200, Enrollment in the District (New) (Exhibit 4)

Board Policy 202, Non Resident Students (Revised)  
(Exhibit 5)

Board Policy 404, Employment of Professional Employees  
(Revised) (Exhibit 6)

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

8. Facilities

1. Substantial Completion – Shoemaker School

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve Shoemaker School Phase 11 substantial completion for the following:

General Construction:	E. R. Stuebner, Inc.
HVAC Construction:	Worth and Company, Inc.
Plumbing Construction:	JBM Plumbing, Inc.
Electrical Construction:	Wind Gap Electric
Sprinkler Construction:	Anchor Fire Protection, Inc.
Furniture Installation:	Kurtz Brothers
(all phases)	

#### Change Orders – Emmaus HS

RESOLVED, That the East Penn Board of School Directors approve Change Order #1 for the Emmaus High School Stadium Project with Bertolet Construction Corporation for a cost of \$2643.00:

Note: This was for additional paving required on paved walkways to the new bleacher pads due to site grades.

and be it further,

RESOLVED, That the East Penn Board of School Directors approve Change Order #1 for the Emmaus High School floor repairs with Coopersmith Brothers, Inc., for a cost of \$10,257.00.

Note: This was for additional demolition of floor underlayment in these areas up above contract limits.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

#### 2. Informational:

The East Penn School District has been notified by the PA Department of Educational that the following Plancon Documents have been approved and should be made part of the minutes of this meeting:

Plancon Part D: Eyer Middle School (Exhibit 7)  
Project Accounting Based on Estimates

Plancon Part E: Eyer Middle School, Project Design (Exhibit 8)

#### 9. Business Operations

##### 1. Bill List Approval

Motion by Ballard, Seconded by Thomas

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

#### Bond Refinancing

RESOLVED, That the East Penn Board of School Directors authorize the administration to work with Public Financial Management and Rhoads & Sinon to receive proposals to refinance the General Obligation Bonds of 2001.

Special Fund Disbursements (Exhibit 9)

RESOLVED, That the East Penn Board of School Directors authorize the transfer of funds from the Capital Reserve Fund, GOB 2004A, and GOB 2003 as outlined in Exhibit 9.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

2. Municipality Tax Billing

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors authorize the inclusion of the local municipal real estate tax or other municipal fee on the East Penn School District real estate tax bill for July 2006; and, that the total cost of printing and mailing of the bill be shared equally between the municipality and the school district.

Mr. Reigal explained that Lehigh County would no longer be using the locally elected Real Estate Tax Collectors. Upper Milford Township and Lower Macungie Township are interested in combing their bills with the school tax. The taxes will be differentiated but it may cause some consternation by taxpayers who will be receiving a perceived higher bill. Mr. Ballard said it should be thoroughly explained to taxpayers. Mr. Reigal said the bill might contain some kind of notice that municipal and school taxes were being billed together. The district may save about \$5,000. Mr. Richwine asked if the Boroughs would be interested. Mr. Reigal said he had not contacted the Boroughs. In response to comments made by Mr. Earnshaw regarding a decorative lighting fee in Lower Macungie Township, Mr. Robert said the developments were typically wired for street lights but the lights are not put in until 70% of the residents request the lights. The fee is collected for the amortization of streetlights in the development.

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

Aye: Earnshaw, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----7

Absent: Ballard, Fuller-----2

10. Board Sharing

Mr. Ballard reported that there is a possibility of a Committee-of-the-Whole to discuss the 40 proposals on property tax reform. There may not be much in property tax reform before the holidays. PSERS has certified the employer contribution rate as 6.46%; the current rate was 4.69%.

Mr. Richwine congratulated Mr. Ramella on being elected President of the Athletic Directors Association. It was noted that Dr. Patricia Waller is President of the National Biology Teachers Association and Claudia Shulman and Linda DeIvernois are Co-Presidents of PASCDC.

Ms. Kowalchuk asked if there would be any community engagement opportunities for the Facilities Plan. Mr. Richwine said there had been some members of the Homeowners Associations who had attended a previous meeting and he suggested that they send representatives so they can keep informed about district activities. He also suggested that PTO representatives should also attend.

Mrs. Thompson proposed the possibility of publicizing that senior citizens could open an escrow account at their bank so that when it comes time to pay the school taxes the funds would be available. Board members expressed concern about the Board taking on the role and made suggestions that included having local banks publicize the idea, or having Tax Collectors make the suggestion. Mr. Ballard felt the rebate program should be publicized because it had more of a direct benefit. There was a suggestion that Representative Doug Reichley consider the option. Ms. Gannon did not think the solution would be met with a welcome response. She felt that senior citizens just felt taxes were too high. Following the discussion, it was the consensus of the Board to not pursue the bank escrow accounts.

11. Announcements

Monday, December 12	7:00 p.m.-Executive Session (Real Estate, Litigation, Negotiations, Personnel) 7:30 p.m.-Board Meeting
Tuesday, December 13	7:00 p.m.-Wind Ensemble & Symphonic Band Concert – EHS
Wednesday, December 14	7:00 p.m.-Eyer Band/Chorus Concert 7:30 p.m.-LMMS Winter Choral Concert
Thursday, December 15	7:30 p.m.-LMMS Winter Choral Concert 7:00 p.m.-Macungie Winter Concert 7:30 p.m.-Lincoln Winter Holiday Concert
Tuesday, December 20	7:30 p.m.-LMMS Winter Band Concert
Wednesday, December 21	7:00 p.m.-EHS Winter Orchestra Concert
Friday, December 23	11:00 a.m.-Early Dismissal, Secondary Schools
December 26-January 3	Winter Holiday – All schools and offices closed.

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:55 p.m.

Cecilia R. Birdsell, Board Secretary



## Order of Business

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

President Ann Thompson called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. followed by the Pledge of Allegiance. Mrs. Thompson acknowledged a Boy Scout who was present for his citizenship badge.

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Secretary: Cecilia R. Birdsell  
Treasurer: Gary Reigal  
Substitute Superintendent of Schools: Dr. George A. Ziolkowski  
Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

### 2. Approval of Minutes

Motion by Gannon, Seconded by Ballard  
RESOLVED, That the East Penn Board of School Directors approve the minutes for the December 12, 2005 meeting.

This resolution was unanimously adopted by voice vote.

### 3. Bond Refinancing – Public Financial Management

Mr. Glenn Williard from Public Financial Management explained the bid results and debt services schedule for a \$10,000,000 (ten million dollar) bond sale. Moody Investors have assigned an A1 enhanced and A2 underlying rating to the East Penn School District. The successful bidder was Citigroup Global Markets, Inc. at a rate of 3.7071%. There were 26 total bids submitted. The savings to the district is \$356,862.96. A copy of the Bond Sale Document is part of the permanent minutes of this meeting. Attorney Richard B. Wood from Rhodes & Sinon reviewed the attached resolution. A motion was presented:

Motion by Ballard, Seconded by Robert  
RESOLVED, That the East Penn Board of School Directors authorize a Series of General Obligation Bonds in the Aggregate Principal amount of Ten Million Dollars to currently refund a portion of this School District's outstanding General Obligation Bonds, Series of 2001, as described in the attached resolution.

This resolution was duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

### 4. Requests to Address the Board

Molly Troxell, 1239 Pennsylvania Avenue, Emmaus talked about her son being dropped from the LCTI program, adding that East Penn does not come up to standards with Special Education. She recounted her personal experience with the staff.

### 5. East Penn School District Master Plan 2 – Paul Felder, The Architectural Studio

Paul Felder from the Architectural Studio reviewed the attached revised draft of the Master Plan, noting the changes are highlighted. Many of the changes were due to comments and discussions at previous Board meetings. He reviewed the special education enrollment and capacity, adding that the experience of the district is that East Penn is adding one special education room per year. This is above normal enrollment increases. Mr. Felder thought this

trend would continue for some time. On page 25 of the report, he reviewed the selected building program strategies that have been divided into three strategies. District needs have been reviewed for elementary, middle level, and high school. He noted that the land currently owned by the district would support an elementary school; however, only Sauerkraut Lane property would support a small high school, a middle school, a ninth grade center, or some form of secondary school. The district only owns three properties that are suitable for building so the Board may want to acquire additional new property for future growth. He commented on the new programs that are described on page 26 of the report. The Board has not requested that specific new programs be added to the district. Mr. Felder said right now the Macungie School is nearing 20 years of service and will require routine maintenance. No other immediate work or improvements beyond the scope of ongoing maintenance programs have been identified. The district has been upgrading the athletic facilities. Mr. Felder reviewed some very preliminary costs estimates for construction costs for elementary, middle level, high school, and athletic facilities. Referring to the strategies, Strategy I would cost \$53,000, 000; Strategy II would cost \$54,000,000; and Strategy III would cost \$63,000,000. The entire study assumes that the Eyer Middle School Project will be continued.

Mr. Earnshaw said the report keeps getting "better and scarier" all the time. He thought one of the decisions that needs to be made is the maximum size of a school. Dr. Ziolkowski said that there is research that supports very small schools and that smaller sizes benefit the majority. However, there is research that supports a different approach. He noted that the high school currently has 2,500 students and there are elementary schools with 700 students. Dr. Ziolkowski said you need to look at the current situation and see if students' needs are being met and are we meeting standards and is the climate good. He said overall the educational program seems to be yielding results and parents seem to be happy with the program. Our base line is what exists now. He said the administration would have to evaluate the schools but on the surface, he would have to say that as far as promoting good educational outcomes East Penn is probably where it should be right now. Mr. Earnshaw reasoned that the Lower Macungie Elementary School should not be renovated. He also noted that he did not think East Penn could afford to build a second high school. He said the Board should consider options that would expand the current facility or look at a ninth grade center. The elementary schools are nearing capacity but the more immediate needs are at the high school. Mr. Earnshaw said the Board should also be looking at needs for the next five years.

Mr. Ballard commented on school capacity vs. enrollment. He said even with the Eyer renovation there appears to be a problem with the middle school. He felt the priorities for the next five years would be the high school, middle school, and then elementary. Mr. Felder said he would agree that the high school is a priority but not the middle school because the figures quoted include the Eyer renovation. The middle school with the team structure has more flexibility than an elementary school. Mr. Ballard talked about the funding options. Mr. Reigal said the district often phases in debt as well as the millage impact. He said the district often does not finance the project up front. The district incurred the high school project and then borrowed funds to finish the project. Mr. Ballard said there is a problem phasing in projects over the next five years because of the debt limitations. Mr. Ballard presented his own figures and analysis that indicated a cost per pupil based on the cost of the project. He talked about expanding the high school by eliminating the administrative office space and adding academic areas in the gym area. Mr. Ballard said that some of the options presented were reasonably expensive, particularly based on his analysis of per pupil cost. Mr. Felder said the analysis is the next step in the Master Plan process, adding that these options must also be looked at over time since some of them are short-term needs and the solution may not be immediate or short term. He said the borrowing capacity is also a critical factor. Mr. Ballard said some of the options are not complete because they do not include the cost of the alternatives such as the cost of relocating the administrative offices. Mr. Ballard and Mr. Felder continued to discuss the options and the solutions that had not been priced out in the plan.

Ms. Gannon talked about a sixth grade center and going back to the junior high school configuration of grades 7, 8, 9. Mr. Felder said the strategies are based on analysis without the educational factors included. Again, relocating the administrative offices was discussed, noting that cost estimates for this type of move had not been assembled. Ms. Kowalchuk

asked if outside space had been reviewed. Mr. Robert said the district keeps looking at expanding at the same level, adding that there are only so many more houses that can be built before the land is no longer available. He said there is only a finite number that the high school site can accommodate. He asked for input from Mr. Felder about space needs for the future. A ninth grade center for the high school for 1000 students is from the idea that the high school currently has 2700 students the projection is for 3700 in 2015. Mr. Felder also talked about the sewage treatment facility that Upper Milford Township is projecting and that could increase enrollment for East Penn. He said the growth potential is far more than even the numbers projected. He suggested that the Board should be looking at a 20-year projection for land acquisition even if there are no projections for buildings. Mr. Robert asked if the district would go with a ninth grade center would the process of acquiring land slow down the project. Mr. Felder said his experience indicates that acquiring land is usually a two to four year process before a building could be designed.

Ms. Fuller introduced the concept of what educational program is best for East Penn, not just buildings that house grades. She felt there should be a Board discussion and suggested hearing from the staff. In addition, she suggested a retreat/conference to discuss these options and perhaps a field trip to districts that have introduced kindergarten and/or ninth grade centers. Mr. Earnshaw asked about the issues dealing with the athletic fields and a November report. It was clarified that the artificial turf field referred to in the priorities is the current field. Mr. Earnshaw said the Board needs to invest the time to figure out what direction to follow. Mr. Richwine mentioned some high schools have academies and the idea of having them take place off campus. He talked about pursuing a joint effort with other school districts to share the cost, relocating the administrative offices, and looking at whether space should be bought or rented and the advantages. Mrs. Thomas asked what the strengths and the weakness would be for a kindergarten center. Ms. Gannon asked about making a multi-level parking garage to address parking concerns. She said the ninth grade center would not be needed until 2010. She encouraged the administration to investigate other options and educational trends. Mr. Robert also talked about doing something cooperatively with other high schools. Mr. Ballard said there are so many things that could be considered by the Board and he asked Dr. Ziolkowski for help from the administration. He suggested that the administration work out some options from their best educational standpoint so this process could be cleared up. Mr. Ballard said there must be some clarity from the staff as to what they think are viable options and he asked the administration to formulate a recommendation that would best advance the educational program in East Penn and meet our goals and the Strategic Plan. Mrs. Thomas said it would be helpful to also include what will work and what to eliminate. Mrs. Thompson summarized by saying there should be a meeting of the whole where the plan is the focus as well as the educational rationale for the different levels of the centers mentioned. She also talked about setting parameters for school size and what can be done with the growing population. There was consensus to follow this direction. She had talked to another superintendent about combining with another high school and it was pointed out that even redistricting in the district created discord with some parents. She talked about people who are unhappy with the taxes and the need to address the two buildings that were closed. Dr. Ziolkowski said that with this discussion, the district is probably getting closer to a decision. The Master Plan has not been completed and now there is the issue of acquisition of land. The educational size will be prepared to support educational needs for what must be done in September. The administration will be meeting with the architect on this planning. They will try to have some recommendations in a timely fashion. Mrs. Thompson pointed out that the Board had indicated that it wanted to be part of the decision making process and not have a final plan submitted. Mr. Robert said the report was excellent and suggested sending copies to the local legislative representatives. Dr. Ziolkowski said that could be done with an Executive Summary when the plan is completed.

The Board recessed at 9:20 p.m. and reconvened at 9:30 p.m.

6. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

Motion by Ballard, Seconded by Gannon

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

Resignations/Retirements

-Alice Ann Wuchter, Attendance Administrative Assistant, effective April 6, 2006 (Exhibit 1)

-Dana Siggins, Special Education Teacher at Shoemaker School, effective immediately (Exhibit 2)

-Elizabeth Roda, Teacher Aide at Emmaus HS, effective immediately (Exhibit 3)

-Donna Derr, Office Aide at Eyer MS, effective immediately (Exhibit 4)

-Jacqueline A. Vollman, Cafeteria Aide at Shoemaker School, effective December 23, 2005 (Exhibit 5)

Temporary Professional Employee Appointment

Name/Address:	Gregory Trexler 1309 West Minor Street, Emmaus
Education Level:	B. S. Degree (1992)
Undergraduate School:	Indiana University of PA
Certification:	Instructional II, Ment and/or Phys Handicapped; Elementary
Effective:	To be determined
Assignment:	Special Education, Shoemaker School Vacancy created by resignation of D. Siggins.
Experience:	1993-Present: Devereux Foundation, Glenmoore, PA
Salary:	\$54,100 (Step K, Year 11, Col. PC)

Remedial Assistant Appointment

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Suzanne Wilt 2465 River Rock Drive Macungie	LMMS	\$11.80/hr., 24 hrs./wk.

Teacher Aide Appointment

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Robin Hagy 7327 Periwinkle Drive Macungie	Cafeteria/Recess Aide, Alburtis	\$10.70/hr., 12.5 hrs./wk.

Additions to the 2005-06 List of Per Diem Substitutes

Jackie Vollman, Teacher Aide  
Kate James, Special Education  
Belinda Elmore, Special Education/Elementary  
Kristine Caputo, Art  
Karen Buss, Special Education  
Barbara Ball, Health/Physical Education  
Rosemarie Kester, Food Services Department

#### Co-Curricular Advisors-Emmaus HS

Name	Assignment	Stipend
Kevin Bisignani	Sign Language Club	\$520.00
Suzanne Smith	Bowling Club	Volunteer
Violet Althouse	Poetry Club	\$988.00
Kathleen Hartman	Odyssey of the Mind	Volunteer
Robert Rooney	Head Girls Soccer Coach, Varsity	\$4226.00
Joseph Malone	Power Lifting Club	\$624.00

#### Teacher Aide Hour Changes

Teacher Aide	From	To	Reason
Stephanie Grant	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Lori Reiss	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Edie Meckes	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Barbara Phillips	23 hrs.-EHS	31.0 hrs.-EHS	Transfer to another position.
Dorothy Grois	23 hrs.-EHS	31 hrs.-EHS	Transfer to another position.
Angie Niland	26.25 hrs.-EHS	31 hrs.-EHS	Student Coverage AM/PM

#### Educational Conferences – Exhibit 6

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 6.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

#### 7. Education

##### -2005-06 Student Achievement/Assessment Plans – Middle Schools

Mr. Robert Misko, Principal, Lower Macungie Middle School and Dr. Doug Wells, Principal, Eyer Middle School reviewed the assessment reports for both schools.

Mr. Misko reported the increase in the enrollment at LMMS that also has the highest special education enrollment. He pointed out that the test taken was not the same as the previous nor were the standards the same. He reviewed the LMMS goals, noting that the 2004 scores were the highest for the school. A copy of the Student Achievement Report is attached to the minutes of this meeting. He noted that this year students in Grades 6, 7, and 8 would be taking the PSSA. In previous years, only Grade 8 students took the test. He said one of the focuses is to be sure that all teachers are receiving professional development in the reading, writing, and mathematic anchor standards. There is more collaboration between special education teachers and the regular teachers. Mr. Misko explained Homeroom.com and how PSSA look-alike tests can be created to familiarize the students with the process. This will help to assess where students are excelling and where there are needs to be addressed. There will also be more students helping each other this year.

Dr. Wells reviewed the Eyer goals and the measures taken to address the standards. He also showed how below basic performers had moved to proficiency and the number of

students who have moved from proficiency to the advanced population. He reviewed the special education population that showed 13% were proficient in mathematics. They set the goal at 20% but it came in at 35%. He also noted that the focus area was in literacy. He said the goal this year is to increase 2% so they meet the proficiency level of 100% by 2014. Dr. Wells indicated there are a lot of common goals between the two middle schools. He talked about the positive collaboration between teachers.

Mrs. Thompson said at the last meeting there were comments about students who are doing well in course work but do not do well on the PSSA. Dr. Wells indicated that test taking itself is a skill. Time is spent with students on the format of the test, particularly the special education students. Mr. Misko said that one of the realities of the program is that if you do not do well then students must go into the PSSA remediation course and it will impact on the electives that students will be allowed to take. Mr. Ballard asked if LMMS will have the required 40 students and they both replied they may have more than 40 in the disaggregate groups next year. Mr. Ballard asked if Homeroom.com will be mandatory and if terminals would be available for students who do not have a home computer. Dr. Wells and Mr. Misko both said it would be mandatory for students and teachers. There was discussion about assessing remedial work and the data gathered from the process. Mr. Richwine asked about longitudinal studies and the consistency of the group being tested. Dr. Wells said they are always searching out students who are below the proficient level and time is scheduled for additional services. The prediction index has not been developed. Mr. Misko said that every student in Grades 3, 4, and 5 would also be taking the test. He said if the test and standards were not changed every year they could do longitudinal studies and see how students fit. They are doing more reading assessment, fluency checks, and a variety of other interventions. The committees contain a mix of teachers, adding there is a lot of interesting work being done. Mr. Richwine said if it helps to get students who are not achieving, who are in need of help, and improves the delivery of programs then East Penn is probably using the PSSA properly. Mr. Misko and Dr. Wells both agreed that it is very interesting and has created a lot of collaboration across the curriculum. They talked about the anchor standards not being the same each year. Ms. Fuller asked if there is a change in the anchor standards based on changes in administration. Dr. Torma said that, at this point, they do not think it has any implication when referring to political parties. They are changing but not for that reason. Ms. Kowalchuk asked if the SAT9 scores help. Dr. Wells said SAT9 gives a predictive index and that is helpful. Mr. Misko said the problem he saw was the SAT9 scores were not based on the standards at all and it did not have PSSA-like questions on it. Ms. Kowalchuk asked about the summer transition program. Mr. Misko said the problem is getting the parents to bring students and consistent attendance. Mr. Robert asked what is done with private and parochial students who do not take the PSSA test and asked if there were any plans for an outreach program with these schools. With the work being done from the beginning of the year, Mr. Misko felt that by March many of those students were being helped. Mr. Misko said the problem is more with students coming from other state assessment systems. Mrs. Thompson indicated that LCTI is planning to have all this information on students so they can see where they are by using a software program. Dr. Torma said the district is building a longitudinal test database. The district is also using a program called Emetric. Dr. Torma said the district is not where LCTI is right now but East Penn is moving in that direction. Dr. Ziolkowski said that whatever the opinion of the PSSA is what it has done is pushed the districts into collaboration at various levels. Teams have developed strategies and there is a great deal of sharing among staff members. Mr. Misko said that just about every one in the building has been involved.

## 8. Policy Committee

The next meeting of the Policy Committee will be Monday, March 20, at 7:00 p.m. The members of the Policy Committee are Charles Ballard, Elaine Gannon, Francee Fuller and Mr. Earnshaw, who will Chair the committee.

## 9. Business Operations

### 1. Approval of Bill List

Motion by Ballard, Seconded by Robert

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

Record of Investments – Exhibit 7

RESOLVED, That the East Penn Board of School Directors approve the list of investments indicated on Exhibit 7.

Student Transportation Contract – Laidlaw Transit, Inc.

RESOLVED, That the East Penn Board of School Directors approve the student transportation contract with Laidlaw Transit, Inc. for the 2005-06 school year at a daily rate of \$19,865.92.

Note: We currently are in the second year of a multi-year contract that expires in June 2009. The above resolution reflects, the actual number of vehicles now being used as well as the actual number of miles all vehicles are traveling each day.

The 2004-05 daily rate was \$19,750.09.

Special Funds Disbursement – Exhibit 8

RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and the GOB 2003 Bond Issue for the items listed on Exhibit 8.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

#### 10. Board Sharing

Ms. Fuller invited members of the Board to the East Penn/Western Salisbury Business Council Meeting on January 18 at Brookside Country Club. Dr. Ziolkowski and Dr. Torma will be part of the program along with administrators from Parkland on the Unintended Consequences of NCLB. Last year when Dr. Morgan and the Parkland team made a presentation on Act 72 it was the most popular of the programs offered.

Mrs. Thompson announced that Ms. Fuller is one of the recipients of the Community Partnership Awards. The Chamber of Commerce sponsors the award and on January 26 several members of various institutions will be awarded. Other recipients will be the President of Lehigh University and the Good Shepherd Rehabilitation Institute. Ms. Fuller said she is humbled and honored to be a recipient of the award.

Dr. Ziolkowski said East Penn was mentioned on NPR as part of the Teen Screen Program offered through Columbia University. This is program is for screening at-risk students.

Dr. Ziolkowski announced that Kathi Swanson, PSSA Reading Coach, is featured in a section of a book entitled, "Connecting With Your Classroom."

Mrs. Thompson asked if the Board wanted to set a time for a Committee-of-the-Whole Meeting. Dr. Ziolkowski said he would like time to work with the staff before a date is set.

11. Announcements

Monday, January 9	6:30 p.m.-Executive Session (Real Estate)
	7:30 p.m. – Board Meeting
Tuesday, January 10	PSBA Seminar 1: Ready, Set, Govern, Allentown
Monday, January 16	Martin Luther King, Jr. Day-Schools & Offices Closed
Tuesday, January 17	7:00 p.m.-EHS Guidance Information Night for Incoming Freshmen
Monday, January 23	7:30 p.m.-Board Meeting

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 10:37 p.m.

Cecilia R. Birdsell, Board Secretary



## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson

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

Treasurer: Gary Reigal

Board Secretary: Cecilia R. Birdsell

Substitute Superintendent of Schools: George A. Ziolkowski, Ph.D.

Press Present: Loretta Fenstermacher, East Penn Press Reporter

### 2. Requests to Address the Board-None

### 3. Approval of Minutes

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the minutes of the January 9, 2006 meeting.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Substitute Superintendent of Schools-Dr. George A. Ziolkowski

#### 1. Personnel

Motion by Ballard, Seconded by Earnshaw

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

#### Resignations

-Sandra Harding, Teacher Aide at EHS, effective January 26, 2006  
(Exhibit 1)

-Judy Brady, Teacher Aide at Alburtis School, effective January 24, 2006  
(Exhibit 2)

-Monica Knauss, Teacher Aide at Alburtis School, effective January 27, 2006  
(Exhibit 3)

-Christine Lerew, Music Teacher at Eyer MS, effective immediately (Exhibit 4)

#### Correction to Retirement Date

Employee: Shirley Hammel, Maintenance Administrative Assistant  
From: December 23, 2005  
To: February 2, 2006

#### Leave as Per Collective Bargaining Agreement

Employee: Erin Marks, Music Teacher, Eyer MS  
Effective: January 18, 2006

#### Appointment of Full-Time Substitute Teachers

Name/Address: Diane Coleman  
3506 Knerr Drive, Macungie 18062  
Education Level: B. S. Degree (1996)  
M. Ed. Degree (2002)  
Undergraduate School: Lock Haven University  
Graduate School: Holy Family University  
Effective: January 26, 2006  
Assignment: Special Education, Macungie School  
Opening created by C. Bruen leave.  
Certification: Instructional I: Ment and/or Phys. Hand.  
Experience: 9/96-6/04: Pennsbury SD  
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Marissa Rotz  
321 S. Franklin Street, Allentown 18102  
Education Level: B. S. Degree (2005)  
Undergraduate School: Ursinus College  
Effective: January 26, 2006  
Certification: Instructional I: Health/Phys. Ed.  
Assignment: Health/Physical Education, LMMS  
Opening created by L. Carey leave.  
Experience: None  
Salary: \$39,200 (Step A, Year 1, Col. B)

#### Change in Employment Status

Employee: Laurie Hillanbrand, Grade 1  
Shoemaker School  
From: Full-Time Substitute Teacher  
To: Temporary Professional Employee  
Reason: Transfer of C. Hamscher to IST

#### Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Pam Cantone 4809 Meadowview Terrace Zionsville 18092	Eyer MS Resign of D. Derr	\$10.70/hr., 25 hrs./wk.
Carole Limar 1533 Oak Drive Macungie 18062	Shoemaker J. Vollman resign.	\$10.70/hr., 12.5 hrs./wk
Frances Folsom 0125A Coldstream Circle Emmaus 18049	LMMS C. Acholonu Transfer	\$10.70/hr., 12.5 hrs./wk.

#### Additions to the 2005-06 List of Per Diem Substitutes

Sarah Miller, Art  
Ruth DeLong, Elementary  
Christina Rice, Music  
Jenel Wildermuth, Art  
Faye Dunning, Art  
Sarah Davis, Music

Instructions for Community Education, Spring 2006

See Exhibit 5

Educational Conferences – Exhibits 6 & 6A

That the East Penn Board of School Directors approve the expenses for the educational conferences listed on Exhibit 6.

Dr. Ziolkowski indicated that Dr. Torma had submitted a paper on data-driven decision making to the NASSP. The paper was forwarded to representatives for the China-US Conference on Education and it was accepted. Dr. Torma will be presenting the paper in Beijing, China. Mrs. Thompson added that it is always wonderful when the district's employees are doing great things.

Co-Curricular Advisors

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Lisa Insinger	Assistant JV Softball Coach	Volunteer
Susan Carraher	Co-Middle Softball Coach	\$1311.00
Krystel Scheller	Co-Middle School Softball Coach	\$1311.00
Bruce Denmead	HS Band Director	\$5826.00
	HS Jazz Band Director	\$ 988.00
	Co-Drill Director	\$2055.00
	Co-Drill Director	\$2055.00
Carrie England	Assistant HS Band Director	\$2419.00
Mark Domyan	Co-Vocal Director, Eyer MS	\$ 832.50
Ashlee Everitt	Color Guard Director	\$2679.00
	Winter Color Guard Advisor	\$2913.00
Melissa Baer	Volunteer Swim Coach	Volunteer
James Broughal	Boys & Girls Assist. Swim Coach	\$1560.00

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

5. Education

-Elementary Presentations: 2005-06 Student Achievement/Assessment Plans

Dr. Michael Waddell, Principal of Alburtis School, explained that previous to last year the Alburtis School had a student population of 100 and five teachers. It is now a K-5 building with over 425 students. He reviewed the attached goals, objectives, and results for the Alburtis School. This was the first year that grades 3 and 5 were housed in the building and took the PSSA test. Dr. Waddell said the testing format was reviewed in homework assignments and daily practice so that the format was not a surprise for the students. There were morning meetings where teachers met in small groups creating a classroom community to address issues and problems. The teams also meet once a week. They have worked on differentiated reading for the older students and there is an increase in the awareness of the testing format so new students become accustomed to the test. There are monthly probes in reading and mathematics to see how well students are performing. These measures had not been in place last year.

Ms. Donna Cortez, Principal of Jefferson School, presented the goals, results, objectives, and longitudinal data. The faculty spent time collaborating on areas of focus, best

practices, and instructional strategies. She explained that there is a school-wide tutoring program with parents and Emmaus High School students and flexible grouping with remedial assistants for students not meeting proficiency. There are approximately 40 parent volunteers helping with math anchors and 15 EHS students who come to Jefferson on a weekly basis. In addition, at parents' nights she has emphasized the importance of the test and the significance to the community. She concluded that there is going to be a PSSA Pep Rally with EHS cheerleaders prior to the test.

Mrs. Kristen Campbell, Principal of Lincoln School, reviewed the objectives, goals, and results for the Lincoln School. She spoke about the collaborative effort among faculty and district personnel in curriculum, remediation, and special education. The fourth and fifth grade teachers also have been meeting with LMMS staff on a monthly basis. Mrs. Campbell spoke about the instructional strategies where teachers worked in grade level teams. They reviewed assessment anchors and academic literacy strategies. She reviewed the areas in math and reading that the staff will be focusing on for this year. In faculty meetings and school advisory meetings, the format of the test is discussed. She concluded that the teachers are regularly collaborating with other staff in remediation and curriculum.

Mr. Bob Oberecker, Principal of Macungie School, said there is no magic for success for PSSA and what he would be presenting is an oversimplification of an intellectual process. He spoke about his difficulty in setting goals when students are already performing at 95% or advanced. He reviewed the school's performance, goals, objectives, and results that are attached. The staff focused on students who were in basic proficiency and analyzed how to move them from proficient to advanced. He said the data alone does not map out the course of action. It takes data, leadership at all school levels, and focus to move ahead. His faculty will be now focusing on capacity building and analyzing research that shows how students learn. Each teacher is participating in a plan during the school year to sharpen skills. The highlight has been working with School Psychologist Mary Kaye Naunas who has worked on a research project with Lehigh University that can help identify students who may not perform well on the PSSA. This helps answer the question about working with all students and benchmarking throughout the year. They have worked with learning support students to familiarize them with the test. Mr. Oberecker spoke about the importance of the IEP and the wealth of information that it contains.

Mr. Dennis Murphy, Principal of Shoemaker School, talked about how the information was reviewed and analyzed by the staff at Shoemaker, including using resources that are available to analyze how students answered questions and to assess where they are having difficulty. One of the goals for 2005-06 is to not only decrease the number of students who are below proficiency but to increase students in proficient. There was a special program that was instituted for 22 third graders in reading that ran every Wednesday from December to May. They called the group Murphy's Mighty Readers and they worked on fluency and many of the students did excel in the program. The students also did very well on last year's PSSA test. They also continued the reading program through June, July, and August. He, too, mentioned the collaboration and collegiality of the teachers to work with the students.

Mr. Tony Moyer, Principal of Wescosville School, reviewed the goals, objectives, and longitudinal data. He indicated that they have improved communication so that everyone is aware of information that is available for PSSA improvement. They have a very active instructional support team and parents are involved in this process. Every teacher has received the anchor standards and the academic content. Another focus has been guided reading and small group reading which had not been done as much as last year. Mr. Moyer said there were four new teachers at Wescosville who had experience in other districts and they shared ideas that had been successful. They are monitoring progress of students and practicing on the format of the test.

Mr. Earnshaw commended the work that has been done at the various buildings, adding the amount of time that is focused on this one test. He asked how many students at each building actually took the assessment. He asked if there was an active dialogue among the principals to share what is working well. Dr. Ziolkowski said the elementary principals

meet once a month and there are curriculum meetings where this information is shared. Mr. Earnshaw asked if the percentages were to remain the same or to increase the numbers. Dr. Ziolkowski explained while the measures taken may sound like teaching to the test, that is not happening. They are teaching to the standards and the anchors.

Mr. Ballard said the staff made a lot of effort to climatize the students to the test. Mr. Ballard said in reviewing the information he did not see a definable trend. Dr. Torma agreed with his statement. He said the Macungie data does have a definable trend in the data in both reading and writing. He said he was wondering how there could be a discernible trend in one school and not in the others. Dr. Torma said they are looking at trends and have been sharing strategies and seeing how they can all be incorporated into all buildings. Mr. Ballard asked if the plans that are now in place are sufficient to preclude any additional schools being put into improvement status over the next year. Dr. Torma said there are variables but in looking at where the schools are this year, the district is moving in the right direction, adding there is always the possibility that something could happen externally that could affect the AYP. Mr. Ballard said his concern was that the district may get into more disaggregate areas. Dr. Ziolkowski said it is not only in the disaggregate area but also with the introduction of hundreds of new students there is a need to ascertain how those students best learn. Ms. Kowalchuk said it appears that most of the schools have different benchmarks that use and asked if there is a standard set of assessments that they all share. Dr. Torma responded that there are the common assessments, the DAR test and various other tests that are shared by the principals and posted on line. Ms. Kowalchuk asked if the administrators were evaluating these different assessments to find out what works best. Dr. Torma said they are doing that now and have incorporated electronic common assessments where teachers can actually receive reports on the data. Ms. Kowalchuk asked how the PSSA test has impacted on the curriculum. Mr. Oberecker said he did not see a major difference in effective teaching. Dr. Waddell said there is much more to do now and school is not as much fun. Ms. Fuller said it was exciting to see the amount of collaboration and complimented Ms. Cortez on using the students from the high school in the process. Mr. Richwine thanked the staff who were involved in putting the presentation together, noting the collaboration and all of the hard work. Mrs. Thompson said the high school provides remediation program for students but the students do not select to participate. She asked if elementary students were more amenable to participating. Dr. Ziolkowski felt there was more control at the elementary level. Mrs. Thompson felt very grateful for the work that is being done and appreciated the comments that the district is not teaching to the test. She said teaching to the standard is more acceptable. She also commented on contacting Morning Call report Randy Kraft, who was not present, to write an article about the elementary presentations this evening.

#### 6. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that there are seven new board members. He noted there are also two members who are also serving on LCTI's Joint Operating Committee. He said Robert Keegan, who has been with the IU for at least 20 years, has been appointed as the Executive Director. Mr. Richwine said that there are 171 East Penn students being served by the IU. Last year the IU served 203 East Penn students. There has preliminary approved by the IU Board. The budget will then be sent to all the sponsoring districts for action. The budget has an increase of 3.5% and East Penn's increased slightly due to the formula based on the aid ratio. The budget was recommended to the IU Board by the 14 sponsoring districts' superintendents.

-Lehigh Career & Technical Institute

F. Fuller  
T. Richwine  
V. Thomas  
A. Thompson

Mrs. Fuller announced that on February 3 the Warehouse Distribution Center was being dedicated and Governor Rendell will be present. This has been a program that began

about six years ago. UPS has been a major provider and has made a substantial financial contribution. Mrs. Thompson noted that there was a wonderful Christmas Party in December.

7. Legislative

C. H. Ballard

Mr. Ballard presented the following motion:

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors authorize sending a letter to Senator Wonderling encouraging his support of SB 854.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Richwine, Robert, Thomas, Thompson---9

Mr. Ballard reported that SB 854 has some state contribution toward property tax reduction, not just depending on revenue from gambling. It would expand the state sales tax and personal income tax. SB 854 does contain language on exceptions to back-end referendum. It takes care of the annual increases in health insurance and moves the exceptions for special education to the actual spending amount. Mr. Ballard explained how these two changes were positive, as compared to language in Act 72 and the costs that are out of the district's control before any budget considerations are given. The 110 districts that adopted Act 72 are now looking at cutting programs and/or going for referenda.

The State Board of Education has put in a proposal to mandate proficiency on the PSSA as a high school graduation requirement. The Independent Regulatory Review Commission and the House Education Committee each sent comments to the State Board of Education voicing concerns over the proposal. Chapter 49 dealing with teacher certification is being reviewed. Changes being proposed are in the area of Special Education certification. Mr. Ballard said districts are having difficulty filling these positions and this dual certification will only exacerbate that problem. PSBA is also looking at charter/cyber school funding and proposed changes in last best offer binding arbitration (SB 910). Regarding the binding arbitration issue, it is thought it may require a constitutional amendment.

8. Policy

A. Earnshaw  
C. Ballard  
F. Fuller  
E. Gannon

1. Meetings:

Monday, March 20	7:00 p.m.	Board Room
Monday, May 15	7:00 p.m.	Board Room
Monday, June 19	7:00 p.m.	Board Room

2. PSBA Board/Governance Standards/Code of Conduct

Mrs. Thompson reviewed the information that has been mailed and asked if the Board wished to pursue this as a policy. Ms. Fuller and Miss Birdsell had attended the PSBA Conference session where the Standards/Code was introduced. An Advisory Committee consisting of board members, PSBA staff, and administrators worked on this information for over a year. Ms. Fuller felt the Board should look at it. Mr. Ballard said many of the statements are altruistic but cautioned there are a number of things that the Board may not want to embrace. Ms. Fuller said that the information could be customized to meet the Board's needs. Mr. Earnshaw said there are a lot of good things included and felt the Board has done a lot of the things mentioned. He commented on the Code of Conduct and whether it could be implemented with elected officials. Ms. Gannon said she concurred with the comments by other board members and she felt a lot of effort could be spent on it and questioned what the point would be. Ms. Kowalchuk said there were things that stated the obvious. She felt it was worth going through but she felt there might be things that should be

looked at as a board. Mrs. Thomas asked if it would be appropriate for the Policy Committee to put it on the list for consideration and then bring it back at some other time. Mrs. Thompson said it would be appropriate for the Policy Committee to look at it. Mr. Robert pointed out that there are other decisions with the building program that should be consuming the Board's time rather than a review of the policies submitted by PSBA. He said if the Board runs out of things to do it might be an option. Mrs. Thompson said she wanted to be able to say that this was discussed and it will be reviewed at another time.

9. Business Operations

1. Bill List Approval

Motion by Robert, Seconded by Ballard

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

Treasurer's Report

RESOLVED, That the Treasurer's Report be approved.

Special Funds Disbursement – Exhibit 7

RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and GOB 2003 Bond Issue for the items listed on Exhibit 7.

Second Addendum to Agreement of Sale – Exhibit 8

RESOLVED, That the East Penn Board of School Directors approve the Second Addendum to Agreement of Sale dated October 13, 2003 between the East Penn School District and Scot and Shirley Fenstermaker as described in Exhibit 8.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

10. Board Sharing

Mrs. Thompson requested that Mr. Reigal review the financial data that is forwarded to board members regarding revenue comparisons, assets, budgetary resources, and appropriations at some future meeting. Ms. Fuller had met someone from the Quakertown School District and representatives of East Penn were invited to tour their ninth grade center. Ms. Fuller noted that the Quakertown SD has a different concept than what was being discussed. Mr. Robert said the appropriate staff should do the tour rather than board members. Dr. Ziolkowski said the administration is working on developing the short-term, middle term, and long term priorities at a meeting tomorrow. His intention is to bring this information to the Board in March.

Mrs. Thomas commented on the positive impact of the new board member training conducted by PSBA. She said she and Ms. Kowalchuk attended the first session along with Dr. Ziolkowski and Miss Birdsell. The next session is February 2 and Ms. Fuller and Dr. Torma will also be attending the session.

Dr. Ziolkowski announced that Suzanne Smith, an EHS guidance counselor, has been awarded the Ralph Kidd Memorial Award for Counselor of the Year. She was selected by the

Lehigh Carbon Counselors Association. Ms. Smith will be recognized at a future board meeting.

11. Announcements

Monday, January 23	7:30 p.m.-Board Meeting
Monday, January 23, 2006	Executive Session following Board Meeting (Real Estate)
January 24, 25, 26	EHS Mid-term Exams
January 25	7:00 p.m.-EHS Guidance Information Night for Incoming Freshmen
January 27	End of Quarter
January 31	CLIU-New and Seasoned Board Members Orientation
February 2	PSBA Seminar #2: It's the Law, Allentown
February 3	Elementary Report Cards
February 8	Middle School Report Cards
February 10	6:00 p.m.-Pasta & Pi-Jazz Spaghetti Dinner, EHS Cafeteria
	EHS Report Cards

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion at 9:45 p.m.

Cecilia R. Birdsell, Board Secretary



## ORDER OF BUSINESS

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

President Ann L. Thompson called the meeting of the East Penn Board of School Directors to order at 7:40 p.m. followed by the Pledge of Allegiance.

Board Members Present: A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, M. Robert, V. Thomas,  
A. Thompson

Board Member Absent: C. H. Ballard

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

Treasurer: Gary Reigal

Board Secretary: Cecilia R. Birdsell

Substitute Superintendent of Schools: George A. Ziolkowski

Press Present: Randy Kraft, Morning Call Reporter

Loretta Fenstermacher, East Penn Press Reporter

### 2. Staff Recognition

Ms. Suzanne Smith, EHS Guidance Counselor and recipient of the Ralph Kidd Counselor of the Year Award was acknowledged by the Board. Ms. Smith was elected by her peers based on her dedication and love of children. Dr. Ziolkowski said she has become a leader in the counseling area. Ms. Smith was honored at a luncheon during National Counselors Week that was also attended by Mrs. Drake, Dr. Murphy, Dr. Torma and Dr. Ziolkowski. Ms. Smith received a round of applause from the audience and she thanked the Board for their support.

### 3. Requests to Address the Board

Ms. Tami Jones, 6597 Sauterne Drive, Macungie and 6613 Sauterne Drive, Macungie spoke about class size in Shoemaker School, specifically at Grade 2.

Mrs. Thompson acknowledged a Boy Scout from Troop 131 who was attending the meeting as a requirement for his Communications badge.

### 4. Approval of Minutes

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the January 23, 2006 minutes as presented.

This resolution was unanimously adopted by voice vote.

### 5. Approval of Strategic Plan Mid-Point Review Report

Motion by Earnshaw, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the Strategic Plan Mid-Point Review Report for submission to the PA Department of Education.

Mr. Earnshaw pointed out the number of people who were involved in the Strategic Plan process. He said there was involvement by not only members of the East Penn staff but also engagement with many different constituencies that comprise the East Penn School District.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8

Absent: Ballard-----1

### 6. Report of the Substitute Superintendent of Schools – George A. Ziolkowski, Ph.D.

#### 1. Personnel

Motion by Robert, Seconded by Gannon

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

### Resignation

Julie DiGiacomo, Business Education Teacher at LMMS, effective date to be determined  
(Exhibit 1)

### Leave as Per Collective Bargaining Agreement

Employee: Kristen Yessen  
Grade 4 Teacher, Shoemaker School  
Effective: February 27, 2006

### Compensated Professional Leave

Employee: Ann Sloane  
Guidance Counselor, LMMS  
Effective: Second Semester 2007 and 2008  
Purpose: To pursue graduate course work  
Reference: Board Policy 438.1, Compensated Professional Leaves

### Change in Employment Status

Employee: Susan Carville  
English Teacher, EHS  
From: Full-Time Substitute  
To: Temporary Professional Employee  
Vacancy created by resignation of H. Morningstar  
Effective: January 30, 2006

Employee: Christine Huang  
Grade 4 Teacher, Wescosville School  
From: Full-Time Substitute  
To: Temporary Professional Employee  
Vacancy created by J. Hammer resignation  
Effective: January 30, 2006

### Teacher Aide Appointments – Effective February 14, 2006

Name/Address	Assignment	Salary
Donna Derr 8371 Mertztown Road Alburtis 18011	PT Learning Support, Alburtis (Vacancy created by J. Brady resign.)	\$10.70/hr., 15 hrs./wk.
Tracy Merrill 2587 Columbus Drive Emmaus 18049	Special Education, EHS (Vacancy created by S. Harding resign.)	\$10.70/hr., 16.25 hrs./wk.
Lindsay Hentzel 995 Hillcrest Drive, S. Macungie 18062	Study Hall/Cafe, EHS (Vacancy created by B. Phillips reassign.)	\$10.70/hr., 23 hrs./wk.

### Summer Book Repair Program

Ramona Romanik Sharon Woodeshick Salary: \$7.60/hr.

### Co-Curricular Advisors

Sarah Davis	Choreographer, Eyer Spring Musical	\$1040.00
Brody Carr	EHS Percussion Director	\$3017.00
Richard Frederick	LMMS Boys Volleyball Coach	\$1498.00
Sally Hanzlik	Students for Organ Donation	\$ 260.00

Additions to the 2006-07 List of Per Diem Substitutes

Amanda Kender, Guest  
Lynn Koehler, Elementary  
Eleanor Fosburg, Teacher Aide  
David Beyer, Elementary  
Kelly Heid, Elementary  
Amanda Stephens, Elementary  
Jack Marsh, Teacher Aide  
Alexander Varghese, Social Studies  
Sharon Squire, Teacher Aide  
Diane Geroni, Teacher Aide  
Chris Derhammer, Special Education  
Caryl Landis, Mathematics  
Kristina Buchman, Biology, General Science  
Eric Schall, Elementary/Middle Level Science

2005-06 School Dentists

Dr. Allen Crawford 530 E. Main Street, Macungie	Macungie, Shoemaker, Eyer MS
Dr. Donald Rother 3261 Route 100, Macungie	Wescosville, Alburtis
Dr. John Schevets 324 Main Street, Emmaus	Loswer Macungie MS, Lincoln
Dr. Timothy Wright 242 Main Street, Emmaus	Jefferson School St. Ann's Parochial School The Hillside School
Dr. Michael Conrad 770 Fetters Lane, Wescosville	Wescosville School Emmaus HS Alburtis School
Dr. Kathy Curran 3261 Route 100, Macungie	Eyer MS, Shoemaker

Aide Hour Changes

Teacher Aide	From	To	Reason
Cindy Bogert	20.5 hrs./Lin.	26.0 hrs./Lin.	Additional Sp. Ed. students
Jessi O'Donald	12.5 hrs./Lin.	23 hrs./EHS Study Hall	Transfer
Brenda Kovacs	32.5 hrs./LMMS, Sp. Ed.	31.5 hrs./LMMS Sp. Ed.	Sp. Ed. schedule change
Diane Nonnemacher	27.5 hrs./LMMS/ Sp. Ed.	30.0 hrs./ LMMS Sp. Ed.	Sp. Ed. schedule change
Susan Cooperman	19 hrs./Alburtis Sp. Ed.	25 hrs./Alburtis Sp. Ed.	Transfer
Risa Roth	15 hrs./Alburtis Sp. Ed.	19 hrs./Alburtis Sp. Ed.	Transfer
Linda Parish	12.5 hrs./Macungie Sp. Ed.	12.5 hrs./Alburtis Building	Transfer

Educational Conferences – Exhibit 2

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

### Informational

-Administrative Reports – See Exhibit Section

Mrs. Thompson pointed out the reports, adding that staff members and students were doing some exciting things.

### Approval of the 2006-07 East Penn School District Calendar – Exhibit 3

RESOLVED, That the East Penn Board of School Directors approve the 2006-07 East Penn School District Calendar.

Board members complimented the administration for the color coding to point out the various school holidays and activities. They asked that colored copies be made available to the parents. It was suggested that to save on printing costs that LCTI be contacted.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8

Absent: Ballard-----1

### 7. Business Operations

#### 1. Approval of Bill List

Motion by Earnshaw, Seconded by

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

Purchase of Custodial Supplies – Exhibit 5

RESOLVED, That the East Penn Board of School Directors approve the purchase of custodial supplies through LCTI Joint Purchasing in the amount of \$72,201.68 as listed on Exhibit 5.

Mr. Richwine asked if the district had any accounting of how much money has been saved by using the LCTI Joint Purchasing arrangement. Mr. Reigal responded that in some cases the district does not save money but it is worthwhile and East Penn is cooperating with other districts.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-8

Absent: Ballard-----1

### 8. Board Sharing

Mrs. Fuller reported that on February 3 the Warehouse Distribution Center was dedicated at LCTI and Governor Rendell was present. UPS has been a major provider and has made a substantial financial contribution. The students demonstrated the commodity handling skills that they are learning in the program.

Ms. Fuller reported on the results of the Mathcounts competition that is geared toward excellence in math at the middle school level. She said that 231 students from 37 schools took part in the competition that involved both individual and team problem solving. Ms. Fuller announced that 10 students will then go on to the state competition. Out of the ten students, 2 were from Eyer MS; 2 were from LMMS; and 1 was Solicitor Marc Fisher's son who attends school in Parkland.

Mrs. Thompson called attention to an article that appeared in the January 2006 issue of THE AMERICAN SCHOOL BOARD JOURNAL. It is a tongue-in-cheek look at resolutions for 2006. A copy of the article is attached to the minutes of this meeting.

### 9. Announcements

Monday, February 13      6:45 p.m.-Executive Session (Personnel, Negotiations, Real Estate)  
7:30 p.m.-Board Meeting  
\*11:30 a.m.-2:00 p.m.-Middle School Parent Teacher Conferences  
6:00-9:00 p.m.-Middle School Parent Teacher Conferences  
\*11:00 p.m.-Early Dismissal-Middle Schools

February 13-16      PSSA Writing Test – Grades 5, 8, and 11

February 14      11:00 p.m.-Early Dismissal-Middle Schools  
11:30 a.m.-2:00 p.m.-Middle School Parent Teacher Conferences

February 17 & 20      Presidents' Holiday – All Schools and Offices Closed

\*Board Secretary's Note: On Monday, February 13, there was a two-hour delay due to a major snowstorm over the weekend. The early dismissal and parents' conferences were re-scheduled for February 16.

10. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:05 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Board Secretary: Cecilia R. Birdsell  
Treasurer: Gary Reigal  
Substitute Superintendent: Dr. George Ziolkowski  
Press Present: Loretta Fenstermacher, East Penn Press Reporter

### 2. Request to Address the Board

Laura Goldy, 4558 Queens Lane, Zionsville expressed her concern about social web sites such as Xanga and myspace.com that are being used by students to put personal information on the internet. She had contacted Dr. Wells, Dr. Ziolkowski, and the guidance counselors. Dr. Wells is addressing the situation at Eyer MS. Mrs. Goldy said East Penn has been a leader in social issues and she would like to see East Penn step forward on this issue and help students and parents to understand the implications of these sites.

Julian Stolz, SGA representative, did not have a report.

### 3. Approval of Minutes

Motion by Ballard, Seconded by Robert  
RESOLVED, That the minutes of the February 13, 2006 meeting be approved as presented.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

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

#### Retirements

- Robert Oberecker, Principal, Macungie School, with regret, effective June 29, 2006  
(Exhibit 1)
- Dr. Michael Waddell, Principal, Alburtis School, with regret, effective June 30, 2006  
(Exhibit 2)

Mrs. Thompson indicated that both principals leave a long legacy in East Penn. Dr. Ziolkowski indicated that collectively there is 63 years of experience being lost. They both have different styles but deal effectively with the students and families in East Penn. Mr. Earnshaw complimented Mr. Oberecker on his leadership style and indicated that he felt he was an outstanding administrator. He said that Dr. Waddell was a dedicated and effective administrator who will be sorely missed. He concluded that other administrators will step into the role but they will truly not replace them but only succeed them. Mr. Richwine noted their longevity and leadership and would have liked to reject their retirement. Mr. Ballard pointed out that over the years East Penn has retired a number of good people but have been able to replace them.

#### Appointment of Full-Time Substitute Teacher

Name/Address:	Sarah Davis 3106 Daniel Drive, Sinking Spring 19608
Education Level:	B. S. Degree (2005)
Undergraduate School:	Penn State University
Assignment:	General Music, Eyer MS Opening created by E. Marks leave.
Certification:	Instructional I, Music K-12
Effective:	January 24, 2006

Experience: None  
 Salary: \$39,200 (Step A, Year 1, Col. B)

Appointment of Administrative Assistant

Name/Address: Beth Ann Alcaro  
 4802 S. Mountain Drive, Emmaus 18049  
 Assignment: Emmaus High School  
 Vacancy created by A. Wuchter retirement.  
 Effective: February 28, 2006  
 Salary: \$23,600, 35 hours/week

Teacher Aide Appointments

Name/Address	Assignment	Salary
Denise Dugan 224 Ridgeview Drive, Alburtis	EHS, Study Hall/Cafe.	\$10.70/hr., 27hours/week
Genevieve Bailee 129 Pine Street, Emmaus	Macungie, Learning Support	\$10.70/hr., 12.5 hrs./wk.

Effective: February 28, 2006

Co-Curricular Advisors

Dennis J. Udicious	Assist. Varsity Wrestling Coach	\$3621.00
Dave Smith	EHS Music Marching Assist.	\$1040.00
Jamie Hudak	LMMS After -School Intramurals 6 <sup>th</sup> Gr. Volleyball	7 Sessions @ \$25/session
Greg Schobill	LMMS After-School Intramurals	7 Sessions@\$25/session
Michael Barker	Volleyball LMMS After-School Intramurals Grade 6-Volleyball	7 Sessions @ \$25/session
Matthew Laub	LMMS-Assistant Boys Volleyball Coach	Volunteer
Daniel Greisbaum	EHS-Italian Club	Volunteer

Authorization to Act as Attendance Officers

In accordance with Modification 5.29, the East Penn Board of School Directors authorizes the following individuals to act in the capacity of attendance officers to write truancy citations:

<u>Emmaus HS</u>	<u>Elementary Principals</u>
Liz Drake, Principal	Kristen Campbell
Dan Greisbaum, Assistant Principal	Donna Cortez
Janine Mathesz, Assistant Principal	Robert Oberecker
Joseph Cortese, Assistant Principal	Dennis Murphy
Rebecca Beidelman, Assistant Principal	Anthony Moyer
Dave Domchek, Assistant Principal	Dr. Michael Waddell

Lower Macungie MS

Robert Misko, Principal  
 Dave Silfies, Assistant Principal  
 Peter Schutzler, Assistant Principal

Eyer MS

Dr. Douglas Wells, Principal  
 Michelle Wiley, Assistant Principal

Additions to the 2005-06 List of Per Diem Substitutes

Matthew Osterle, Social Studies  
 Laura Korona, Health/Physical Education  
 Cathy Oehmke, Teacher Aide

Increase in Fees for Physicals

Current Rate: \$50/hour	New Rate: \$75/hour
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Increase in Fees for Working Papers

Current Rate: \$20/vist

New Rate: \$45/vist

Retainer for Chief School Physician

Current Rate: \$4,000/year

New Rate: \$6,000/year

All rates will be effective January 1, 2006

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

Resignation

Stephen Miller, Remedial Assistant, effective immediately as per Board Policy 454, Acceptance of Resignation.

Addition to the 2005-06 List of Per Diem Substitutes

Carmen Blanco-Morgan, Spanish

Change in 2006-07 Calendar

RESOLVED, That the East Penn Board of School Directors approve the following change in the 2006-07 calendar:

From: February 19, 2007 (Snow Make-up Day)

To: February 16, 2007 (Snow Make-up Day)

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

Informational: Administrative Reports

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit

Terry Richwine

1. Approval of 2006-07 Facilities Plan Committee Report – Exhibit 4

Motion by Richwine, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Facilities Plan Committee Report .

Mr. Richwine said the plan indicates that two programs will be moved out of East Penn - one from Lincoln to Weisenberg Elementary School and one early intervention class from Alburdis will be relocated to a location that has yet to be decided. One of the issues that came up is whether the IU could force a district to take on a program. Ms. Kowalchuk asked how frequently classrooms are rotated. Mr. Richwine replied that it is about every 3 years, depending on the location of the students and the commitment of space.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

Mr. Richwine asked if any of the board members would want someone from the IU to be present when the IU budget is on the agenda. There was consensus that it would not be necessary to have an IU representative. Questions should be referred to Mr. Richwine so he can provide the answers at the March 13 board meeting. He talked about a recent newspaper article that indicated \$30,000 was missing. He assured board members that it was not missing. There was a problem with accounts being reconciled to the general ledger. There was a report on the 2004-05 audit statement and the issues raised were ones that had been discussed over the last year. The problems identified have been addressed and most, if not all of the items, have been resolved. There are monthly updates to the superintendents and business managers. In response to a question, Mr. Reigal said that all of the district's IDEA funding has been received.



-Lehigh Career & Technical Institute

Francee Fuller  
Ann Thompson  
Valerie Thomas  
Terry Richwine

Ms. Fuller reported that there was a refinancing of a bond issue. She noted that LCTI does not keep the funds saved but it is returned to the sponsoring districts. The JOC heard a report on the Emerging Health Technologies course. Seniors are selected for this program and divide their time between class work at Penn State and then shadowing a mentor at Lehigh Valley Hospital Center. It is very popular and LCTI is looking to offer a morning and afternoon session to accommodate at least 32 students. Ms. Fuller said there is a short video that could be shared with the board. Mrs. Thompson illustrated a "paper doll brochure" developed by NSBA that can be used when discussing legislation with local legislators. She received her brochure from the LCTI Legislative Chairperson.

-Lehigh Carbon Community College

Representatives from the Lehigh Carbon Community College will be making a presentation at the March 13, 2006 Board Meeting.

## 6 Legislative

Charles H. Ballard

Mr. Ballard reported that Congressman Charles Dent received two of the NSBA brochures. Mr. Ballard and representatives from Parkland, Souderton, and LCTI visited Mr. Dent's office as part of the activities for the FRN Conference in Washington. Representatives visited Washington and spent time being updated on the various federal and political issues. The PSBA officers met with senators and the FRN delegates met with members of the House. While they did not meet with Mr. Dent, they did meet with his aide and brought her up to date on issues that relate to local districts. They talked about NCLB and the unfair labeling of schools not meeting standards based on a small student population. Mr. Dent is supportive in the area of national issues.

Referring to Property Tax Reform in Pennsylvania, the Senate has defeated the House bill and the House has defeated the Senate bill and both variations of the bill have back-end referendum. The bill is currently in Conference Committee and there are no public hearings or discussions being held. Everything is being handled behind closed doors. The House version is more favorable to school districts than the Senate version. The House bill expands the exemptions that were part of Act 72. Mr. Ballard reported on the PSERS contributions that may increase from 6% to 20%. They are trying to lobby for construction exemptions for districts that are experiencing increases in students. He reported on legislation that allows delinquent property taxpayers to donate their real property to political subdivisions, including school districts, in exchange for the discharge of delinquent real estate taxes. The Governor has indicated that he would veto HB 1319 that would require voter identification. He reported that PDE has launched a new educational data management system. This includes PASecure ID that is a student ID number that will be assigned and used for tracking students. It will be operational for the 2006-07 school year. Students will not be allowed to opt out of the program. He reported on SB 298 sponsored by Senator Rhoads that would mandate board training for up to 40 hours. PDE would develop the curriculum. Mrs. Thompson asked if the section was still in the bill about board members being required to take a test and then if they failed, one-ninth of the district's subsidy would be withheld. There is also a move to have installment payments for property taxes.

The PSBA Legislative Leadership Conference will be held next weekend and Lyn Swann and Ed Rendell, Santorum, and Casey will be speaking. He urged board members to stay in touch with our local representatives. He said the state issues right now are more important than the federal issues. Mr. Earnshaw reported that he spoke to with Representative Reichley about impact fees. Mr. Reichley indicated that there have been two proposals and he supports the concept. Mr. Richwine asked if there were any plans for mandatory training for legislators. Mr. Ballard replied negatively.

## 7. Facilities

### A. Shoemaker Change Orders

Motion by Thomas, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the change orders as follows:

GC-22 General Construction, E. R. Stuebner (Exhibit 5)

Credit: \$33,830.42

HVAC-5	HVAC Contract, Worth & Company (Exhibit 6) Add: \$862.86
PC-2	Plumbing Contract, JBM Plumbing Inc. (Exhibit 7) Add: \$6,087.47
EC-5	Electrical Constructions, Wind Gap Electric (Exhibit 8) Add: \$6,709.62
CO 2	Furniture Contract, Tanner School Furniture Credit: \$240.45

The following change orders are a result of change directives approved September 12, 2005 for Shoemaker School:

HVAC-6 and	HVAC Contract, Worth & Company per K-003 Provide and Install stainless steel ductwork from dishwasher  pot washer to above ceiling ductwork and fan units (PCO-015) Add: \$6,929.71
PC-3	Plumbing Contract, JBM Plumbing Inc. per K-002 Provide final connections to all kitchen equipment. Relocate service and sanitary lines as required to accommodate revised pot washer location (COR #16) Add: \$877.03
EC-6	Electrical Construction, Wind Gap Electric per K-004 Provide final connections to all kitchen equipment add shunt trips to circuitry. Relocate power as required for the revised pot washer. Add: \$2,249.27

Change Orders – Alburtis School

RESOLVED, That the East Penn Board of School Directors approve change order MC-2 for the Alburtis School project for \$6,824.49:

- To furnish and install additional items for the boiler room as required by the Labor and Industry inspector.
- To repair/replace damaged transfer air ducts

Shoemaker School – Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve substantial completion (All Phases) for the following at Shoemaker School for furniture and installation of same:

Corporate Interiors, Inc. – New Castle, DE  
Tanner School Furniture – New Brunswick, NJ

These resolutions were duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

8. Business Operations

1. Review of Business Reports

Director of Business & Fiscal Affairs Gary Reigal told board members that he would be reviewing the Five-Year Capital Plan at the next board meeting. If board members have specific questions, they should forward them to him prior to the March 13 meeting. The Eyer bids will be opened some time at the end of March or early April and this will have some impact.

Mr. Reigal said the format for the Treasurer's Report was developed many years ago because of the reporting requirements at the state level as well as by the local auditors. He identified the beginning balances, ending balances, and itemized revenue and expenses. He explained where the revenue is located and how it is invested. The activity funds are listed by building for the elementary schools and by clubs at the middle schools and the high school levels. By state regulations, no club is to have a zero balance. Interest income must be distributed equally among all the clubs and this is done on a monthly basis. The athletic fund is subsidized by the general fund. He reviewed the income from sporting events and the expenditures. The Athletic Fund Balance Sheet will provide the information for the year. The Food Service Department supports itself. In the future, the administration will be looking at ways to charge for custodial services and utilities. He explained the cash over/under aspect as it relates to the Snap Card system. It does not mean that the cashiers' drawers were over or under. The Food Service Department has been very successful. Mr. Ballard asked how much the total expenditures of the Food Service or Athletic Departments are in relation to the budget. Mr. Reigal responded that the Athletic Fund is less than 2% of the budget and the Food Service Department supports itself. Mr. Robert asked why the district is handling the Athletic Fund and why are the salaries and benefits included. Mr. Reigal said it is a clean way to detail funds and is audited separately. Mr. Ballard said it also helpful when looking for ways to cut the budget or to cut things that are not mandated. He concluded that keeping athletics separate from educational expenses is a wise decision. Mr. Robert asked if other expenses could be separated. Mr. Reigal responded that this is outlined in the School Code what groups of funds can be separate and athletics is one of them. Mrs. Thompson thanked Mr. Reigal for the report.

## 2. Bill List Approval

Motion by Robert, Seconded by Ballard

RESOLVED, That the attached bill list, including the addenda, be approved and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

## Treasurer's Report

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

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson--9

## 9. Board Sharing

Ms. Kowalchuk said she appreciated the Principal's reports, noting that she thought it was nice that Mr. Moyer was contacting parents with positive comments, adding she thought it was important to connect with the families. At LMMS, parents are being invited to sign-up for a new LMMS parent email newsgroup. Mrs. Thomas indicated that she would be out-of-town for the next Board Meeting.

## 10. Announcements

Monday, February 27	6:30 p.m.-Executive Session (Negotiations; Real Estate; Confidentiality) The Board will be going into Executive Session following this meeting to discuss personnel. 7:30 p.m.-Board Meeting
February 28	9:15 a.m.-Wescosville School-Wide Meeting
March 3	11:00 a.m.-Secondary Schools Early Dismissal
Monday, March 13	7:30 p.m.-Board Meeting.

## 11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:35 p.m.

Cecilia R. Birdsell, Board Secretary



## ORDER OF BUSINESS

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

President Ann Thompson called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Auditorium of Emmaus High School, 500 Macungie Avenue, Emmaus, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, A. Earnshaw, Fuller, E. Gannon (left at 10: 10 p.m.),  
S. Kowalchuk, T. Richwine, M. Robert, V. Thomas, A. L. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Substitute Superintendent of Schools: Dr. George Ziolkowski  
Press Present: Randy Kraft, Morning Call Reporter  
Julia Swan, East Penn Press Reporter

### 2. Requests to Address the Board

Julian Stolz, 141 Elm Street, Emmaus expressed his concern about the current cell phone restriction that is part of the Emmaus High School Discipline Code. He stated that the restriction needs to be reformed so it is more fair to students.

Wendy Norelli, 3907 Larkspur Drive, Allentown complained about the class sizes at the elementary schools, middle school and high school. She noted that the classes are getting larger and she hoped that the Board would be making arrangements to reduce the class sizes.

Diane Spangler, 6503 Sauterne Drive, Macungie expressed concern about the class sizes at Shoemaker School and suggested an Assistant Principal be added to the school. She would like to see a teacher added for each grade level to reduce overcrowded classes. She talked about communication pertaining to the Master Plan and working with PTOs that want clarification about the plan. She said the District PAC had been terminated this year because the Superintendent was on Sabbatical Leave and that the PAC was a place where the PTOs could bring concerns and questions.

Suzanne DeJohn, 2297 Dubonnet Drive, Macungie asked where the project enrollments are obtained. Margaret Ritter, 6535 Sauterne Drive, Macungie said she has two children at Shoemaker and is concerned about the overcrowding. She asked that the second gym at Shoemaker be considered for classroom space before the district goes to relocatables.

John Miller, 6017 Fairway Lane, Wescosville complained about the district building new schools when Kings Highway and Lower Macungie Schools were closed last year. He concluded that the district did not need more schools.

Jonathan Bingham, 6575 Vera Cruz Road South, Zionsville asked about the effect of NCLB on the East Penn curriculum. Referring to a New York Times article, he said he hoped East Penn would continue to keep education broad rather than having the district narrow the focus by teaching to a test as suggested in the article.

Zoltan Kortvel, 6194 Fairway Lane, Wescosville asked how many people in the audience were concerned about taxes (a number of the audience members raised their hands). He asked if new schools provide better students. He also asked if the taxes would go down as new schools are built.

Mrs. Thompson invited the audience to remain for the meeting so they could hear the Master Plan and possibly have many of there questions answered.

### 3. Approval of Minutes

Motion by Ballard, Seconded by Robert  
RESOLVED, That the East Penn Board of School Directors approve the minutes of the March 13, 2006 meeting.

This resolution was unanimously adopted by voice vote.

### 4. Presentation: Master Plan, Report #2 (Recommendations & Alternatives)

Presenter: Paul Felder, AIA, APA, Principal – The Architectural Studio

Dr. Ziolkowski thanked the administrative team who had worked with Mr. Felder to develop the plan, noting the recommendations being presented to the Board are based on educational practices and interventions. Mr. Felder pointed out that the Master Plan is a working document and should be periodically updated. (Secretary's Note: A copy of the Master Plan report is available on the district's website.) The school population figures are based on projections from sources in the Lehigh Valley, Lehigh County, and the state census. Mr. Felder reviewed the general principles that the deliberation process guided and the recommendations and findings summarized as a result of the administration's analysis. It is a document and a process that will unfold over time. In order to meet district's needs in September, there are various steps that need to be put in place immediately. One of the things that drove this report was the judgment of the Committee to determine what is available. There was no sentiment to change the grade level structure for the schools. Elementary will continue to be K-5; middle schools will continue to be grades 6-8; and the high school will be grades 9-12.

Referring to Emmaus High School, Mr. Felder indicated that the current capacity is 2500 pupils. There are certain areas in the high school that are at the maximum level of occupancy (i.e. cafeteria, hallways). He stated that within ten years, the district will have close to 4,000 high school students. EHS would not provide satisfactory facilities for 4,000 students. There are also studies that would suggest that a student population of 4,000 would not be desirable. Another point that evolved very clearly had to do with the lower grades and pre-Kindergarten. There is an overwhelming preponderance of evidence that talks about the advantages of early childhood education. There is a consensus that this is very desirable educationally. There was a recommendation that moving students from one school to another is not desirable. There was also a feeling in the committee not to recommend a Kindergarten Center because it may isolate children. Mr. Felder indicated that there are a number of qualifications for cost estimates.

Referring to the Short-Term Recommendations, Mr. Felder said the committee worked on finding space within the schools. It was suggested that as many as 14 classrooms can be found. There is an option of putting relocatables at Eyer as part of the project and several other schools. At the middle school level, there will start to be some relief in 2007-08 with the completion of the Eyer project. At the high school some measures that can be reviewed to relieve crowding would be to review the master schedule to insure maximum efficiency, to not offer classes with less than ten students, and to install eight relocatable classrooms on the south lawn. There was also the possibility of having students attend a full-time LCTI program; however, at this time, there are only 16 students who have enrolled in that program.

Under the Mid-Term Recommendations, it is recommended that a 750 pupil elementary school be built on the district's Sauerkraut Lane site. Mr. Felder pointed out that the district owns a number of sites that could house an elementary school. However, Sauerkraut Lane is the only site that could also house something larger than an elementary school. The committee felt that this needs to be a major discussion. At the high school, the practice field would be a place for relocatables.

Under Long-Term Recommendations, Mr. Felder emphasized that this part of the report needs to be re-evaluated over time. One of the recommendations is to consider developing an Early Childhood Learning Center. In order to accommodate a full-day Kindergarten, the district would have to have an additional twelve classrooms. By building an Early Childhood Center, the district would be freeing up classrooms in other buildings. By 2012, Lower Macungie Middle School and Eyer Middle School will be overcrowded by 500 students. There is a recommendation that LMMS could be expanded beyond 1000 students but then it becomes too large from an educational point of view. The recommendation of the committee is that EHS at 2500 pupils is viable. Mr. Felder said there is a lot to be said for a second high school. However, the bottom line must also include staffing, transportation, and other expenditures.

The total cost range is between \$125,000,000-\$130,000,000. The report does not project beyond 2015 because the PA Department of Education will not allow a district to build beyond a ten year projection. Mr. Felder reviewed the alternatives for the three recommendations. Moving the administrative offices as an alternative was considered. Mr. Felder indicated that some of the considerations were the cost of creating classrooms, looking for a temporary location for the administrative offices and paying rent, and building an administration building at the cost of approximately \$3,000,000. It was not considered feasible when only space for 200 students was gained. A future possibility could be converting LMMS into a second high school. Mr. Felder concluded by thanking the Board for the opportunity to work with the administration on the Master Plan.

Mr. Ballard reflected on the speakers who came to the podium this evening - a group wanting more teachers and additional facilities and the other group who does not want to spend any money or raise taxes. He pointed out that the district is in the situation because it had five times the normal

growth. He talked about the difficulty with the projections and the current political situation with referenda. He urged the audience to contact local legislators and give them their opinion.

Mr. Ballard asked Mr. Felder to give a ballpark figure on the accuracy of the projections. Mr. Felder responded that he had looked the enrollment projections between 1992 and 2000. He explained that the firm had developed high and low growth projections and then kept modifying them. In general, the district slightly exceeded the high growth projections. The figures in Master Plan #1 were derived and factored in the 460 pupil increase last year. If it turns out that last year was an anomaly then the projections may be slightly on the high side. Mr. Ballard asked how the building permits were running. Mrs. Leslie Daniel, Director of Personnel and Transportation, responded that LM Township has indicated there is a slowing of permit and new approvals. Mr. Ballard asked about the timeline. Mr. Felder felt it was critical that the Board initiate the process for relocatables for EHS for September 2006. There is less of a need at the elementary level because the administration is dealing with ways to handle classroom space. Mr. Felder also pointed out the need to have 600-800 pupil elementary by 2008. Mr. Ballard asked what would be the downside of reopening Lower Macungie Elementary School as a Kindergarten Center. Dr. Ziolkowski said one of the immediate negatives was the isolation of Kindergarten children. There would be no opportunity for modeling behavior or any inclusion, and the re-fitting of the school to accommodate the Kindergarten students. He said the initial recommendation was based on educational reason. Dr. Ziolkowski said an Early Childhood Center would have early intervention students 3-5 years old, pre-Kindergarten programs, and full-day Kindergarten. Mr. Ballard asked about finances. Mr. Reigal responded that the SAWW this year was 3.9% which would allow East Penn to increase taxes by 1.47 mills. The projections indicate to achieve the mid-term options is approximately .5 mills. He said the district would have to work closely with the financial advisors to see how the bond issues could be structured. Mr. Ballard said the district would not only have to increase the physical plant but would also need additional staffing. Mr. Reigal indicated that the average assessment value is \$60,000. The district has added approximately \$1,000,000 a year to meet the staffing needs with the additional enrollment. It was noted that the taxes for one home do not cover the cost of educating the number of children from a home. Mr. Reigal concluded that until there is adopted legislation regarding tax reform and referenda the district cannot project the impact.

Mr. Earnshaw thanked the administrative staff for their work. He said the Board needs to have the discussion about early childhood education and a full-time Kindergarten because this is not an insignificant expense. He felt that current Kindergarten classes are quite isolated from the other students. They have their own recess time; they have their own playground; and ride separately on buses at least one way. Dr. Ziolkowski responded that there is interaction between Kindergarten and other students. Referring to moving students around, Mr. Earnshaw relayed his personal experience with the moves experienced by his daughter, adding he felt that it was more the parents who cannot accept the change. Mr. Earnshaw pointed out that when the district starts talking about adding a middle school and a high school the additional costs for other services just multiplies and the Board needs to look at some of the implications. The Board has not made any decisions and has not committed to any plan.

Ms. Kowalchuk asked about Lower Macungie Elementary School and the half-million dollars to activate the building for the fall. Mr. Carl said if it was a Kindergarten Center it would not need a lunch room, but if it was a K-5 building then the cafeteria would be needed. Ms. Kowalchuk then asked what would be the specific difference in the educational program at Lower Macungie Elementary School if it was re-opened. Dr. Ziolkowski explained how there would be difficulty in turning the building around, indicating that there would be accessibility issues and addressing the re-institution of the cafeteria program. If the building is K-5, it would be exclusive of any students with disabilities and there would not be enough room for students with special needs. These students would have to go to another building. He mentioned there would be staffing issues to bring services (nurse, guidance, and psychological) to the building. If the building is used, then there would be some HVAC issues as well. Ms. Kowalchuk asked about the Wescosville site. Mr. Felder said that he would have some concerns getting approvals since it is a six to eight month process. When the addition was put on the Wescosville School, there were issues with PennDot and Brookside Road. There are also neighborhood and community issues about the acceptance of development of that tract. Sauerkraut Lane is more desirable because it is on a LM Township road. Ms. Kowalchuk asked about the timeline for a new elementary school. Mr. Felder indicated that the target date would be September 2008. Ms. Kowalchuk and Ms. Gannon asked about moving the Administrative Offices to make space for the high school. Mr. Reigal indicated that when it was done in the past it was to get the district through a specific period of time. The administrative staff has expanded since one floor was rented and now more space would be needed. The 4949 Liberty Lane property would be inadequate for the district's needs. At that time, the district paid \$10,000 a month in rent and he doubted that it would be prudent to do that over a long period of time. Mr. Felder added that as a financial consideration if a second high school was built then the floor renovation would have been done at a great cost. It is related to the issue that the if the Board decides that a new high school is appropriate then it is difficult to justify \$6,000,000 to provide classroom space on the administrative office floor for a two year period. If a new high school is built, then Emmaus High School would go back to

accommodating 2500 students. In answer to a questions about Lower Macungie Middle School, Mr. Felder said that with modifications it could house up to 1200 as a high school but it could be expanded to 1500-1600 students. Ms. Gannon expressed concern about the introduction of an Early Childhood Learning Center into the report whether or not it was discussed with the Board. Dr. Ziolkowski brought up the fact that the charge to the administration was to bring forth recommendations that included educational input and that includes things were discussed with the Board and some were not. Ms. Gannon stated she would not support consideration of an Early Childhood Center. She also voiced opposition to cutting programs and eliminating classes that have less than ten students. In response to a question from Ms. Fuller about Lower Macungie Elementary School, Mr. Carl indicated there are twelve classrooms, previously two were used for art and a library. Ms. Fuller summarized that it would be a cozy school for K-5. Dr. Ziolkowski said the district would not be able to have two classes/level. Ms. Fuller noted that it previously only housed K-2 students.

Mr. Robert thanked the audience of listing to the different options. Mr. Roberts pointed out that there are no proposals for putting portables at LMMS. Mr. Felder indicated the portables will be at Eyer MS during the renovation since LMMS could survive for the next two years. Dr. Ziolkowski concurred saying that LMMS would be okay until Eyer is completed. Mr. Robert asked about making LMMS into a high school and questioned the parking arrangements and asked how the fields would be affected. Mr. Felder replied that there will be some additional parking and expansion down toward Lower Macungie Elementary School without affecting the athletic fields.

Mr. Richwine thanked everyone on the committee for preparing report. He stated that his whole issue with the building program is that the size of the schools are already too large. However, he realizes that the district could not afford having twice as many small schools. He also stated that he believed the district needs to eventually build a second high school. He would support the development of a building plan to address the size of the schools. He recited some historical facts dealing with the shortsightedness of obtaining available land, delayed decisions on beginning a building program, and multiple facility studies. Mrs. Thomas thanked the staff and Mr. Felder for the report. She asked about the full-day Kindergarten program. Dr. Ziolkowski explained that full-day Kindergarten has been widely discussed and it is known that early childhood education is a major initiative of Governor Rendell. There are even proposal to mandate full-day Kindergarten. There are districts that are moving toward a full-day program. If it is mandated, many districts will have to add classrooms to accommodate the program. Mrs. Thomas asked about some innovative ideas such as partnering with another district such as Parkland for a high school. Dr. Ziolkowski said it was not discussed because of the complexity of joining with another district. Mr. Ballard interjected that he wanted to thank the staff for the report because it was one of the first times the Board has had all the information.

Mrs. Thompson said this is a very complex issue and there are no easy answers. She asked what the health issues are with portables. Mr. Felder answered that it has to do primarily with students leaving the building in all kinds of weather to go to the bathroom as an example. Mrs. Thompson said in her teaching days she had taught art from a cart and it is not the best way to teach either art or music. She emphasized that she feels the district needs to use the Lower Macungie Elementary School building. She questioned the PSSA math classes that have less than ten and asked what would be done if the classes were more than ten. Dr. Ziolkowski indicated that the remediation classes are a function of the schedule.

Mrs. Thompson clarified with Mr. Felder that in order to have a new elementary school up and running by September 2008, he would need direction immediately. Mr. Felder pointed out that ideally a project such as a new elementary school on a new site needs approximately 12 months to go through the design and approval process. He talked about the environmental issues on Sauerkraut Lane that may take time. He concluded that if there is no authorization to proceed in the next two months, then the probability of having an elementary school by September 2008 would be in jeopardy. Mrs. Thompson indicated that the Board needs to have this as a major discussion. Dr. Ziolkowski indicated that the administration also needs direction for exploring the portables. Mr. Felder said that for some of the site work the district needs to have an engineer do some of the paperwork. Schools under consideration that may need portables would be Emmaus HS, Lower Macungie MS (as a precaution), Shoemaker, Wescosville, Alburtis, and Macungie Schools. It was estimated that the cost would be around \$5,000/site. The following motion was introduced:

Authorization to Pursue Relocatables

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of \$25,000 for the administration to proceed ahead with permits for temporary relocatable classrooms for all different sites.



Ms. Fuller suggested that it might be more prudent to get a proposal from the engineers. Maintenance Supervisor Jim Carl responded that this amount should be adequate.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

The Board recessed at 10:10 p.m. and reconvened at 10:20 p.m.

4. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

1. Personnel

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

Resignations

Barbara Wisk Eckert, Food Services Department, effective March 31, 2006 (Exhibit 1)  
Genevieve G. Baillie, Teacher Aide at Macungie School, effective immediately (Exhibit 2)

Request for Compensated Professional Leave

Employee: Pamela Rehm  
English Teacher, Lower Macungie MS  
Effective: 2006-07 School Term  
Purpose: Graduate Study at Gratz College  
Reference: Board Policy 438.1, Compensated Professional Leaves

Professional Employee Appointment

Name/Address: Joelle Hower  
2552 Forest Drive, Coopersburg 18036  
Education Level: B. A. Degree (1971)  
M. S. Degree (1976)  
Undergraduate School: Kings College, NY  
Graduate School: University of Scranton  
Certification: Educational Specialist II, Home and  
School Visitor  
Assignment: Home School Visitor  
(New position; budgeted)  
Effective: 8/29/06 (06-07 School Year)  
Experience: 4/01-Present: Carbon Lehigh Intermediate  
Unit  
7/99-4/01: ISS of PA, Interagency Consultant  
9/89-7/99: Carbon Lehigh Intermediate Unit,  
Interagency Coordinator/Social Worker  
1983-1989: Good Shepherd Vocational  
Services, Head Injury Program Supervisor  
Salary: \$65,700 (Step N, Year 16, Col. M)

Ms. Fuller and Ms. Kowalchuk said they were pleased to see that this position was filled.  
Mr. Earnshaw and Mr. Ballard said they wanted to see a status report at the end of next  
year regarding the effectiveness of this position.

Additions to the 2005-06 List of Per Diem Substitutes

Jon Bevans, Social Studies Dennis Guignet, Elementary

Remedial Assistant Appointment

Name/Address: Genevieve Baillie  
129 Pine Street, Emmaus  
Effective: March 28, 2006  
Assignment: Wescosville School  
Vacancy created by resignation of S. Miller

Salary: \$11.80/hour, 21 hrs./wk.

Teacher Aide Appointment

Name/Address: Brian Huber  
5472 Acorn Drive, Emmaus  
Effective: March 28, 2006  
Assignment: Lincoln School  
Vacancy created by J. O'Donnell transfer.  
Salary: \$10.70/hour, 12.5 hrs./wk.

Extended School Year Program Instructors

Kris Thornburg Lisa Olilveria, Kim Barnes  
Subs: Debra Kaplan, Maria Smith  
Salary: \$31.00/hour  
Time Period: June 26-August 3, 2006  
Monday through Thursday  
9:00 – 12 noon  
Location: Macungie School

Change in Aide Hours

Teacher Aide: Paula Weslowski  
From: 22 hrs./wk.  
To: 32 hrs./wk.  
Reason: Additional Emotional Support Assistance

Co-Curricular Advisors

Jill Kuebler	Spring Play Director, EHS	\$2081.00
	Technical Director, Set/	\$1248.00
	Light/Sound	
	Choreographer	\$1040.00
Chris Kollar	Spring Play Assist. Dir.	\$1248.00
	Set Design Coordinator	\$ 500.00
Rita Cortez	Dramatics-Assist. Dir.	\$1248.00
	Vocal/Orchestra Dir.	\$ 832.50
Bruce Denmead	Vocal/Orchestra Dir.	\$ 832.50
Stephanie Horne	Assist. Track & Field Coach	Volunteer
John J. Podczasy	Assist. Boys Volleyball	\$1498.00
	Coach	
John McCloskey	Head Coach, Boys Lacrosse	Volunteer
Maryellen Hepburn	Study Club, Eyer MS	\$260.00
Mary Beth Busteed	Study Club, Eyer MS	\$260.00
Scott Ware	LMMS Cross Country Club	\$28.89/sess.
		8 sessions
	LMMS Runners Club	\$28.89/sess.
		8 sessions
Heather Haas	Art Club/Multi Media	\$260.00

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-8

Absent: Gannon-----1

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that board members from Whitehall-Coplay, Southern Lehigh, and Salisbury were welcomed to the IU Board. The contract for new Executive Director Bob Keegan was approved.

-Lehigh Career & Technical Institute

F. Fuller  
A. Thompson  
V. Thomas  
T. Richwine

Ms. Fuller reported that the winners of the Skills USA competition were introduced. Mrs. Thompson said it was apparent more East Penn students were winners. There was discussion about the new Academic Center and recruiting strategies. It is a challenge to help students, parents, and guidance counselors to understand the advantages. Ms. Kowalchuk asked about the numbers. Ms. Fuller indicated that no specific numbers were given.

6. Facilities

1. Shoemaker Change Orders

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the change orders as follows:

GC-23 General Construction, E. R. Stuebner – Exhibit 4  
Credit = \$3,176.07

EC-7 Electrical Construction, Wind Gap Electric – Exhibit 5  
Add = \$852.55

PC-4 Plumbing Contract, JBM Plumbing, Inc. – Exhibit 6  
Add = \$9,064.13

Shoemaker School – Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve Substantial Completion (all phases) for Educational Furniture Solutions, Limerick, PA for the purchase and installation of furniture.

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-8

Absent: Gannon-----1

7. Policy

A. Earnshaw  
C. Ballard  
F. Fuller  
E. Gannon

1. Approval of October 11, 2005 and March 20, 2006 Minutes

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the Policy Committee approve the minutes of the October 11, 2005 and March 20, 2006 meetings and that the minutes be made part of the permanent minutes of this meeting.

The Policy Committee adopted this resolution by voice vote.

9. Business Operations

1. Approval of Bill List

Motion by Robert, Seconded by Ballard

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

Treasurer's Report

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

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

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson-8

Absent: Gannon-----1

3. Bid Opening Report – Art Supplies – Exhibit 7

10. Board Sharing

Mr. Richwine requested that the Board receive a list of the athletic teams and co-curricular activities, the number of students who participate in each of the activities, and the cost of each activity. Also in reference to the Lacrosse Club, it was noted that Girls Lacrosse has been sanctioned by PIAA but the boys team has not. Mr. Robert asked what guides the stipends for these activities. Mr. Reigal indicated that the collective bargaining agreement, Schedule B, indicates the stipend. Mr. Ballard reported that the House-Senate Conference Committee on Special Session House Bill 39 met on Monday and will be meeting again on April 3. The House Tourism and Recreational Development Committee will hold an informational meeting to hear the results of a survey conducted that would prohibit a school district from opening until after Labor Day. Mrs. Thomas reported that she was a speaker at the Liberty Bell Rotary Club and spoke about funding education. Ms. Fuller commented on the Senior Citizen Tax Rebate Program and seniors who are taking advantage of this option. Mrs. Thompson talked about community engagement and cited some articles about School Boards that received the Magna Award from the American School Board Journal. Mr. Earnshaw indicated that he had distributed his business card to parents several times and had not received any phone calls to speak.

11. Announcements

Monday, March 27	6:30 p.m.-CLEAR Session (Real Estate; Negotiations; Personnel; Litigation)
	7:30 p.m.-Board Meeting
	Auditorium, Emmaus HS (Please note change in meeting place.)
March 30, 31,	7:00 p.m.-Eyer Musical, Aladdin
April 1	2:00 p.m. & 7:00 p.m.
April 6, 7,	7:30 p.m. -LMMS Spring Musical, "Anything Goes"
April 8	2:00 p.m. & 7:00 p.m.
April 10	7:30 p.m.-Board Meeting, Board Room

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 10:45 p.m.

Cecilia R. Birdsell  
Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson

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

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Substitute Superintendent of Schools: Dr. George A. Ziolkowski

Press Present: Loretta Fenstermacher, East Penn Press Reporter  
Randy Kraft, Morning Call Reporter

### 2. Oath of Office – Assistant Superintendent Greg Nolan

Judge J. Brian Johnson administered the Oath Of Office to newly appointed Assistant Superintendent for Academic Planning Greg Nolan. The audience applauded.

### 3. Requests to Address the Board

Nicole Basset , 1221 Acorn Circle, Macungie expressed concern about the reopening of the Lower Macungie Elementary School and indicated she would be more supportive of having relocatables at the home schools than reopening Lower Macungie.

Barbara Levinson, 23 Maple Street, Macungie was concerned about re-opening Lower Macungie Elementary and pointed out that for parents with elementary students at another school the schedule could be confusing. She indicated her support for relocatables.

Mary Troxell, 1239 Pennsylvania Avenue, Emmaus felt there was not support for individuals with disabilities, alleging that East Penn was not "up to speed" in this area. She noted that after her appearance at the Board Meeting in January she was contacted by Angela DeMario, Supervisor of Special Education. She submitted documentation about her particular case to the Board Secretary Cecilia Birdsell.

Seth Flanders, 3941 Lilac Road, Allentown commented on Master Plan 2. He felt that the discussion of the Kindergarten Center should be reserved for a future discussion. The costs for building a school should be on the web site. He encouraged the Board to approve the K-4 option rather than the Kindergarten Center. He felt the administration should justify why the Kindergarten Center is a good idea. He asked if a redistricting plan is ready. For the new elementary school, he encouraged the Board to use the Jefferson/Alburtis design. He talked about the location of the new elementary school and placing it where it geographically makes sense.

Pat Luftman, 1002 North Sixth Street, Emmaus indicated that she would rather see students in a building and she supported putting administration in the portables. She suggested that impact fees be levied against the builders and new home owners. She commented on the senior citizen rebate program and suggested that new home owners be assessed a higher tax since the senior citizens are paying a lower tax.

Denise Dugan, 224 Ridgeview Drive, Alburtis said she had a lot of questions about the Kindergarten Center and asked if that would mean there could be smaller sizes in Grade 5 at the Alburtis School. She asked if students would be grouped according to the schools they would be subsequently attending. She also commented on the confusion with students in different elementary schools.

Liza Gantert, 5383 Hanover Drive, Wescosville said she was in favor of growth and development. However, she asked the Board what homeowners could do to slow down construction and growth that seems to be out of control. She asked how they could work with the Township for open areas, etc.

Robert Oberle, 2324 Bordeaux Drive, Macungie suggested the Board liquidate unused district assets and he cited the Lower Macungie Elementary School and Kings Highway School. He noted that the Sauerkraut Lane site was the only parcel large enough for a middle school.

Jeff Parrish, 30 South Second Street, Emmaus said the Board needs to address the special needs students at Shoemaker School. He indicated that the mother and student he was referring to are having difficulty because of prejudice and practices and policies in place and he made an impassioned plea that the special needs students be given special consideration.

Mrs. Thompson indicated that a number of people had expressed concerns about the Master Plan and she hoped they would stay and hear the discussion later in the meeting.

4. Approval of Minutes

Motion by Gannon, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes for the March 27, 2006 Board Meeting as presented.

This resolution was unanimously adopted by voice vote.

5. Resolution to Amend the Agreement for Operating Lehigh Carbon Community College – Exhibit 1

Motion by Gannon, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the amendment to the Agreement for Operating Lehigh Carbon Community College as presented in the attached resolution.

East Penn representative Joseph Lucadamo urged board members to give consideration to the suggested changes to the Operating Agreement for funding the college.

Mr. Ballard indicated that he was not in agreement with the legal opinion from the college's solicitor in regard to the effects of Act 72 like legislation. He did not feel there had been justification for the increase in the funds and the change in allocating funds. The increase is not based on the normal assessed valuation but the market value. He commented that this proposal redistributes the wealth of districts and he could not support allocating East Penn funds to someone else. He commented on the possibility of Lehigh County funding the college. Mr. Ballard concluded that he would not support the motion. Mr. Earnshaw said he understood the proposal and the advantages for LCCC. He noted that under the current system East Penn would have an increase of 15.1%; however, under the new system the increase would be 35.8% over the next six years. There would be nothing preventing the college from asking for an additional increase after 2012. He did not feel it was the right approach for East Penn even though he was supportive of the mission of the college and how it benefits residents. He indicated he would not support the motion. Ms. Fuller said what was attractive to her is that it is a fixed line item that the district could plug in year after year. She said it is an accident of geography that East Penn enjoys the current richness and the success of young people in the Lehigh Valley can be a benefit to everyone. She commented on the failure of federal and state legislators who often praise what is being done but do not fund the programs. Ms. Fuller indicated her support for the motion. Mr. Richwine said it is a neutral way to fund the college and it just happens that East Penn winds up with a bigger share. He indicated that in a few years a number of residents could go to LCCC and that would increase the district's contribution substantially. He believed that East Penn had to look beyond its boundaries and look at the area in general, adding all districts are in this together.

Mr. Richwine indicated his support for the motion. Ms. Kowalchuk said she would not support the motion given all of East Penn's financial obligations. She felt the college needs to go back to Lehigh County for funding. Ms. Gannon said the Board's first responsibility is to the East Penn taxpayers and would not support the motion. Ms. Thomas said she would endorse taking some proactive steps to take the funding proposal back to Lehigh County. She was supportive of LCCC and its mission but she would not support the motion.

In response to comments made by board members, Mr. Lucadamo clarified that the millage is not assessed on market value but assessed value. Lehigh County has no obligation to fund the college because the Operating Agreement clearly states that it is the supporting districts that own the college. The only way the agreement can be changed is by the school districts. The ultimate cost to East Penn taxpayers is an average of \$60-\$70 per year. He concluded that this proposal is in the best interest of the school district. President Ann Thompson said that there are three people who sit on the LCTI Joint Operating Committee who have experience working with districts across the county. She felt the community college was a viable option for East Penn students. She spoke about the quality of life in the Lehigh Valley and the numerous articulation agreements. Mr. Earnshaw pointed out that in order to pass this motion it must be approved by 2/3 of the sponsoring districts and 2/3 of the board members of the sponsoring districts so the vote will not be known until all districts have voted on this motion. Mr. Ballard said if 2/3 of the districts do ratify the motion then all the districts will be locked into that program. Mr. Ballard asked for Solicitor Marc Fisher's interpretation of the resolution. Mr. Fisher said it is clearly worded as market value, noting the district's millage is on assessed value and this would clearly be a different method for levying taxes. Mr. Ballard asked how many students would be involved to get to the first .6 mill increase. Mr. Reigal estimated that it would probably be double the number of students who are currently attending. It was noted that putting line items on the tax bill could be cumbersome. To clarify a question raised by Ms. Thomas, Mr. Lucadamo indicated the increase would range from .6 mills to topping out at 1 mill.

This resolution was defeated by the following roll call vote:

Nay: Ballard, Earnshaw, Gannon, Kowalchuk, Robert, Thomas-----6  
Aye: Fuller, Richwine, Thompson-----3

6. 2006-07 Lehigh Carbon Community College Capital & Operating Budget

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Lehigh Carbon Community College Capital & Operating Budget as presented.

This resolution was adopted by the following roll call vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

7. 2006-07 East Penn School District Budget

Assistant Director of Business and Fiscal Affairs Debra Surdoval reviewed the attached category analysis of the 2006-07 budget. In answer to a question raised by Mr. Robert, Mrs. Surdoval responded that technology is indicated in several categories (supplies for software; equipment; contracted services). Director of Business and Fiscal Affairs Gary Reigal introduced the Board to the major increases for this year. A copy of the handout is attached to the minutes of this meeting. There is a 5.8% increase in revenue this year. For the first time in two years, East Penn qualifies for Title I funds in the amount of \$141,000. This has been included as revenue. Programs that were originally funded with Title I funds are still in place and have been funded by the district. In response to a question from Mr. Ballard, Dr. Denise Torma and Mr. Reigal responded that the federal government notifies the district if it qualifies for Title I funds which is based on a formula that includes the census poor, the student population 5-17 years of age residing in the district, and the number of foster children. Dr. Torma said the district will have to submit an application to obtain the funds. If

the application is not submitted, then the funds will be distributed to other districts in the Commonwealth. Ms. Thomas asked if the funds apply to the district's NCLB obligation. Dr. Torma explained the relationship of Title I monies to NCLB regulations, school improvement, school choice, and AYP. Emmaus High School is in School Improvement 1 because the subgroup, Students with Disabilities, did not make AYP in the math area. There are approximately 45 students in this subgroup out of the 2700 students at EHS. However, Emmaus HS will not be receiving the Title I monies. It will be the Board's decision whether or not the district applies. Dr. Torma said the public would have to be notified that the district qualified for funds but decided not to take the money. Mr. Ballard asked if the Solicitor had reviewed the acceptance of Title I funds as well as other federal funds that are received. Dr. Torma said she could get a written statement from PDE. It was clarified that the NCLB regulations only apply to Title I funds.

The total revenue increase in this budget is 6.5 million dollars. Mr. Reigal indicated that the health plan increase surpasses any salary increases. Mr. Reigal reviewed the significant budget increases and the major new budget items that are listed on the attached handout. By Board Policy, 5% of the budget is kept in budgetary reserve. The Priority I personnel include five additional elementary teachers and this amount is part of the budget. Mr. Robert asked if five elementary teachers are sufficient for projected growth. Dr. Ziolkowski said the projections are based on past history but it is our best indicator right now. Other new budget items are an upgrade to the Student Management System, an Alternative Ed Program, and the EHS Television Studio upgrade. The total proposed budget increase is \$7,366,178. In the event the LCCC funding options are approved, it would add approximately \$184,000. Mr. Reigal reviewed the tax millage options that are attached. Mr. Reigal reviewed the information as it would relate to back end referendum. Mr. Robert pointed out that the millage does not take into account the \$131,000,000 in new construction. Mr. Reigal said the district will have to budget the limit allowed by referendum limits. Ms. Fuller spoke about the tax legislation that would force even prudent districts to increase taxes each year to have funding in place for future projects. Mr. Earnshaw questioned why there is no Capital Reserve transfer. Mr. Reigal said the Board usually passes a resolution to make the transfer. This year it would be approximately \$800,000-\$850,000.

The Board recessed at 9:25 p.m. and reconvened at 9:30 p.m.

8. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

1. Personnel

Motion by Earnshaw, Seconded by Gannon

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

Resignations/Retirements

- George Mack, English Teacher, Eyer MS, effective June 15, 2006 (Exhibit 2)
- Claire Alice Newhard, Elementary Teacher, effective June 15, 2006 (Exhibit 3)
- Richard E. Weiss, Mathematics Teacher, Eyer MS, effective June 15, 2006 (Exhibit 4)
- Patricia Smith, Elementary Music Teacher, effective June 15, 2006 (Exhibit 5)
- Kimberly Kemp, Teacher Aide at Shoemaker School, effective April 12, 2006 (Exhibit 6)
- Angie Gable, Food Services Department at Shoemaker School, effective April 10, 2006 (Exhibit 7)

Mr. Earnshaw and Mr. Richwine commented on the number of years of service that was being lost by the retirements.

Compensated Professional Leave



Employee: Anne Beal  
 Family & Consumer Science, EHS  
 Effective: 2006-07 School Year  
 Purpose: Graduate Study at Lehigh University  
 Reference: Board Policy 438.1, Compensated Professional Leave

Leave as per Collective Bargaining Agreement

Employee: Sarah Bodnar  
 Grade 2, Wescosville School  
 Effective: May 1, 2006

Employee: Gena Beky  
 Grade 5, Shoemaker School  
 Effective: April 24, 2006

Employee: Tanya Piasecki  
 Grade 1, Jefferson School  
 Effective: May 1, 2006

Additions to the 2005-06 Per Diems Substitute List

Karen Haldeman, Food Services Department  
 Elizabeth Mastroianni, Food Services Department

Co-Curricular Advisors

Karen Baer	LMMS Art Club	\$28.89/session 8 Sessions
Kyle Grim	Girls Soccer Coach	Volunteer

Change in Employment Status

<u>Employee</u>	<u>From</u>	<u>To</u>
Marie Knauss	PTFSA-4.75 hrs./day Emmaus HS	FTFSA-6.75 hrs./day Emmaus HS
John Carter	26.25 hrs./wk. Study Hall, EHS	30 hrs./wk. Hall Monitor, EHS

Educational Conferences – Exhibit 8

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Exhibit 8.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

9. Other Educational Entities

-Lehigh Career & Technical Institute

F. Fuller  
 A. Thompson  
 T. Richwine  
 V. Thomas

1. Refunding of Revenue Bond Series of 2001 & Series of 2003

(Exhibit 9)

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors approve the attached resolution for the refunding of the LCTI's Revenue Bond Series of 2001 and Series of 2003.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that Bob Keegan has now taken over the position of Executive Director.

10. Facilities

1. Two Year Lease for Portable Classrooms-Eyer MS-Exhibit 10

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors approve the two-year lease agreement as submitted by Williams Scotsman, 2780 Route 100, Macungie, PA for four (4) used portable classrooms for Eyer Middle School.

Note: The above is contingent upon Solicitor's review. The four portables are part of the renovation project and not additional space.

Approve United Inspection Service Agreement – Exhibit 11

RESOLVED, That the East Penn Board of School Directors approve the agreement with United Inspection Services, Jim Thorpe, PA as per the proposal submitted March 24, 2006, specifically but not limited to construction testing services as listed on Exhibit 11.

Note: The Solicitor has reviewed this agreement.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

2. Re-Opening Lower Macungie Elementary School

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors reopen Lower Macungie Elementary School beginning with the 2006-07 school term.

Note: This building has approximately ten classrooms that can be used. It can be re-opened as either a Kindergarten Center or a K-4 building.

Dr. Ziolkowski reported that the building could be used for either K-4 or as a Kindergarten Center, noting there are pros and cons for both configurations. As a Kindergarten Center, up to 11 classrooms would be gained and a cafeteria would not have to

be provided. As a K-4 building, there would be serious redistricting issues and the cafeteria would have to be re-opened. By having Kindergarten located at LMES, we will free space in four buildings (Lincoln & Jefferson are not included) to reduce class size. The preliminary Kindergarten registration indicates 424 K students have enrolled. This time last year there were 404 students. It is possible to have additional 60-100 students by the start of school. The buildings affected are Alburtis, Shoemaker, Wescosville, and Macungie. The replacement of the oil tank is going to have to occur no matter what is done on the LMES property. Mr. Earnshaw felt there were advantages but expressed concern about transportation costs, costs for reopening the school, lack of interaction with older students, staff costs, coordinating multiple schedules, and daycare arrangements. Mr. Ballard said that reopening the school would allow the district to get by until an additional elementary school is built. Dr. Ziolkowski said the concerns are legitimate, adding that the \$640,000 does not include staffing costs. He emphasized that both alternatives are compromises and none of these will be the ideal situation. Dr. Ziolkowski commented that a Kindergarten Center is different from the Early Childhood concept that was discussed at the last meeting. Mr. Ballard said LMES has the fewest problems of the two buildings closed. Kings Highway has had water issues and is on a small piece of property. LMES will provide 11 classroom spaces to alleviate some of the class size problems in other schools. The transportation will be an issue because students will be coming from all over the district. There may be different scenarios for busing students and there may be some transfers. Dr. Ziolkowski said that the relocatables may not be available to start school because of site improvements, etc. Dr. Ziolkowski indicated the following items are part of the refurbishing: installation of new rugs at LMES; plastering outside walls; installation of new electrical panels and new pull stations; window replacement, etc. He emphasized that accessibility is a problem at LMES. A student with a disability may have to be sent to Jefferson or Lincoln. Mr. Robert said he would not support a K-4 configuration because of the disruption with redistricting. He felt the cost was approximately the same as for portables. He felt the portables would alleviate scheduling and staffing problems. Ms. Kowalchuk advocated for opening LMES as a Kindergarten Center. She cited safety issues with portables and noted that this solution would allow space for the art and music classes and not have to go to "art on a cart." Mrs. Thomas asked if there would be another application for the LMES building after it was no longer used as a Kindergarten Center. Dr. Ziolkowski responded that the site could be used for an elementary school although there is not a lot of space. Architect Paul Felder said that one of the scenarios in the Master Plan had an Early Childhood Center slated for the site or it could be used for a small elementary school. Dr. Ziolkowski said it could also be used for a Curriculum Center, Alternative School, or administrative office space. Mrs. Thomas also pointed out that with the number of students new desks and equipment would have to be purchased anyway. The Kindergarten furniture from the other buildings would be moved. Ms. Gannon asked about the two-year period for reopening the building. Solicitor Fishers said he did not know where it came from but PDE does not have any such requirement. There might be some type of Township ordinance. Ms. Fuller concurred that opening LMES does provide a safety valve for the other elementary buildings. She supported reopening the school. Mr. Richwine said currently there are 17 Kindergarten classrooms in four elementary schools and there are 398 students and unfortunately there are over 20 students per class. He addressed the timing issue, noting there was a time when parents had a child in Shoemaker and LMES. He would support reopening the building. Mr. Earnshaw said there are 14 classrooms that could be reclaimed which would be the least cost. He felt uncomfortable about making the decision until the transportation and staff costs are ascertained. Mr. Ballard said the Board needs to look at this from the standpoint that we need those classrooms and we need to be able to respond quickly. Referring to relocatables, Mr. Ballard said in a severe weather situation students would have to be moved to a solid structure. Mr. Robert said there are a lot of support services that need to be provided that would already be in a building if portables were used. Mrs. Thomas asked if all kindergarten classes would be removed. Dr. Ziolkowski said Kindergarten would remain at Lincoln and Jefferson but be removed from Shoemaker, Macungie, Alburtis, and Wescosville. Mr. Richwine asked when the decision was going to be made. Mrs. Thompson said the Board should vote to reopen and then decided the grade configuration. Mrs. Thompson said she was in favor of a Kindergarten Center and she liked the idea of not having redistricting. The students would only be in the building for a half day but it will not be like the other buildings.

The motion to reopen the Lower Macungie Elementary School was duly adopted by the following roll call vote:

Aye: Ballard, Fuller, Gannon, Kowalchuk, Richwine, Thomas, Thompson-----7  
Nay: Earnshaw, Robert-----2

3. Authorization to Prepare Documents – Lower Macungie Elementary School

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors authorize administration to prepare bid documents for necessary repairs at Lower Macungie Elementary School at a cost not to exceed \$640,000.

Note: This includes: Replacement of the underground oil tank and furniture for nine classrooms. The expenditures will come from the Capital Reserve Fund.

be it further

RESOLVED, That the East Penn Board of School Directors approve submitting all capital projects, required forms and documents requiring approval from state and local agencies.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Thomas, Thompson-----8  
Nay: Robert-----1

4. Reopen Lower Macungie Elementary School as a Kindergarten Center

Motion by Ballard, Seconded by Richwine

RESOLVED, That the East Penn Board of School Directors approve reopening Lower Macungie Elementary School as a Kindergarten Center.

Ms. Gannon asked if the costs for transportation and staffing should be known before voting. Mr. Earnshaw said this is probably the simpler configuration.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

5. Authorization for a New Elementary School

Motion by Robert, Seconded by Richwine

RESOLVED, That the East Penn Board of School Directors authorize the construction of a new elementary school on a site to be determined.

Dr. Ziolkowski talked about the importance of moving ahead with the new elementary school. The next debate is where the school should be located. Mr. Earnshaw felt all the board members understood the importance of moving ahead with a new elementary school but it would be meaningless to not specify a site. He pointed out that designs and drawings are dependent on the site. Mr. Felder concurred with Mr. Earnshaw. The maps have been prepared by the engineers and there could be preliminary discussions with Township and PennDot officials to have a greater evaluation of the sites that would list the pros and cons. Mr. Earnshaw pointed out that the Alburtis School model is much smaller than the proposed

building for 750 students. He would not be in favor of passing this motion. Mr. Ballard felt the Board could name the site if there could be some consensus at this meeting. He said there has to be someone under contract doing the planning. Mr. Earnshaw felt that there were already existing agreements with the engineering firms. Mr. Felder explained the drawings that were for the Liberty Lane site and the Sauerkraut Lane site. Referring to the Liberty Lane site, he said the school would be similar to Wescosville School and the major issue is probably the access from Liberty Lane to Brookside Road. This was discussed with the engineer who said there is major congestion that he contributed to the construction of a bypass. PennDOT would be amenable to this site if a traffic light was installed. Another concern is having 1500 elementary students on this campus. The Sauerkraut Lane site is 24 acres but areas are in the 100 year and 500 year flood plains. Building is extremely limited in the 500 year flood plain. The available usable site is 12 acres. There are no major zoning or road issues but it is a little smaller than required by the PDE guidelines. To put a middle school on this site would require some kind of variance in order to develop it. Mr. Felder pointed out that the Master Plan recommended that the elementary school be built on this site and a middle school be built on site to be determined. The Master Plan stated that, at this time, the district does not own a site suitable for either a middle school or a high school. The recommendation was to acquire land for future development. Mr. Felder said the Master Plan called for a new elementary school to be built for 2008 then by 2012 there would be new buildings at all levels. Mr. Ballard cited the district's difficulty in acquiring sites for building. Mr. Felder said that the most feasible site for a secondary school would be Sauerkraut Lane but it was not the recommendation. Mr. Felder concurred that building on Sauerkraut Lane would cut off the option to build a secondary school on the site. Ms. Kowalchuk strongly objected to putting an elementary school on Sauerkraut Lane when it would be suitable for a middle school. The district does not know what kind of land can be acquired. She concluded that she would advocate building the elementary school on Liberty Lane. Ms. Fuller clarified that a middle school could be put on Sauerkraut Lane but not with the customary amenities. She pointed out that the roads belong to the Township so there are no PennDOT issues. On the Wescosville Liberty Lane site, the engineer suggested the congestion is because of the bypass but then there is the question of what PennDOT would require. Ms. Fuller concluded that if the district was looking for a sure thing in building a school then it would seem that the Sauerkraut Lane site is more desirable. Mr. Robert said that putting two elementary schools right on the fringe of the district does not make sense. He felt additional land would be forthcoming and he supported putting the elementary school on Sauerkraut Lane.

Mr. Robert amended the original motion.

Motion by Robert, Seconded by Richwine

RESOLVED, That the East Penn Board of School Directors authorize the construction of a new elementary school on the Sauerkraut Lane site.

Mr. Earnshaw and Ms. Gannon expressed reservations about using the land for an elementary school. Mr. Robert pointed out that getting PennDOT permits on Liberty Lane could slow down the process. It is not unusual for a PennDOT operating permit to take over a year. The road improvements were 1.1 million dollars at the Lower Macungie and Brookside intersection. Mr. Ballard said his concern was that there was not another piece of land and he would not support the option. In answer to questions from Mr. Richwine, Mr. Felder said that in discussing the Liberty Lane site it was considered unfeasible for a middle school. He noted that a middle school would be 30% larger than an elementary school and it would have to be located in an area in the back. He felt the approval process could be extremely difficult. The amount of build able land behind Wescosville is roughly equal to the land out of the flood plain on Sauerkraut Lane.

This resolution was defeated by the following roll call vote:

Nay: Ballard, Earnshaw, Gannon, Kowalchuk, Thomas-----5

Aye: Fuller, Richwine, Robert, Thompson-----4

6. Authorization for a New Elementary School at Liberty Lane

Motion by Ballard, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors authorize to construct a new elementary school on the Liberty Lane site.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Thomas, Thompson-----7

Nay: Richwine, Robert-----2

7. Amendment to the Architectural Studio Agreement – Exhibit 12 (Motion Withdrawn)

8. URS – Pre-Construction Services-Exhibit 13

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors amend the contract with URS Corporation authorizing them to proceed with additional pre-construction services at a sum not to exceed \$200,000 based upon the rates listed on Exhibit 13.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

## 11. Legislative

Charles Ballard

Mr. Ballard reported on the progress of SSB 39 and the House Conference Committee. One of the amendments calls for districts to form a Local Tax Study Commission. There was a vote to establish a Task Force on School Cost Reduction. An amendment that was voted down was to grant an exemption for health care costs. The Governor is going to senior citizen and nursing homes and issuing press releases on tax reform before the primary. He urged board members to contact the local legislators. He concluded that the only thing helping is the fact that they cannot agree.

## 12. Business Operations

1. Bill List Approval

Motion by Robert, Seconded by Earnshaw

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

LCTI Joint Purchasing Board – Electrical Supplies (Exhibit 14)

RESOLVED, That the East Penn Board of School Directors approve the purchase of electrical supplies through LCTI Joint Purchasing Board in the amount of \$9,222.10.

Construction Fund – Exhibit 15

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2003 Bond issue as outlined on Exhibit 15.

Approval of the Third Amendment to the Agreement of Sale

(Exhibit 16)

RESOLVED, That the East Penn Board of School Directors approve the Third Amendment to the Agreement of Sale with Scot and Shirley Fenstermaker.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

5. Bid Opening Reports – Athletic Supplies, Computer Supplies, General School Supplies – Exhibit 17

13. Board Sharing

Mrs. Thompson said she appreciated the board members working together on these difficult issues.

Ms. Fuller said at a recent PSBA session she asked if it was prudent for districts to authorize debt for proposed construction projects during the pre-April 17 window. At that particular meeting, it was stated that the deadline was set by the Act 72 legislation. However, Mr. Ballard indicated something different from Tim Allwein. The date has been changed to the effective date of the new bill. If that is done then there will be a window of opportunity between the time the bill is passed and signed to be able to increase debt limit and not be subject to limitations. Ms. Fuller recounted how Bensalem School District handled the resolution. Mr. Reigal has talked to Lou Verdelli from PFM and he would be available on April 24 to discuss pre-authorizing debt for the future.

14. Announcements

Monday, April 10, 2006	6:45 p.m.-CLEAR Session (Real Estate, Personnel, Confidentiality)
April 13, 14, 17	7:30 p.m.-Board Meeting, Board Room
April 20 & 21	Spring Break-Schools and Offices Closed
Week of April 24-28	Kindergarten Conferences – Condensed Schedule
	TV Turn-Off Week, Alburtis School
	Elementary Parent-Teacher Conferences, Early Dismissal
Monday, April 24	7:30 p.m.-Board Meeting, Board Room

15. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 11:15 p.m.

Cecilia R. Birdsell, Board Secretary





## Order of Business

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowlachuk, M. Robert, V. Thomas, A. Thompson  
Board Member Absent: T. Richwine  
Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Substitute Superintendent of Schools: Dr. George Ziolkowski  
Press Present: Rand Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press Reporter

### 2. Public Financial Management

Mr. John Frey from Public Financial Management explained the political implications in Harrisburg regarding legislation that would require a back end referendum and the benefits of authorizing a parameters resolution and bond purchase agreement for 20 million dollars so the debt is grandfathered. He said the bonds would actually be issued in the summer of 2007 and the underwriter would be RBC Capital Markets with a flexible closing date. This is cost free except for advertising costs. There was a brief discussion about holding a special meeting on Friday, April 28, in the event that the Governor does not sign the property tax reform legislation before Thursday. A special meeting must be advertised three days before the meeting is held. Mrs. Thomas asked what the negative implications would be. Mr. Frey said that the Forward Bond Purchase Agreement is set up; the debt is incurred but not issued; and there are no payments. Mr. Ballard commented that the situation in Harrisburg is very volatile and the current information is that the legislative leaders are meeting tomorrow. The Governor has agreed to sign the legislation and it will be in effect the day it is signed. The funding for the senior citizens' rebate is outside the Committee's charter. There is no funding for additional rebates in this bill. Mr. Ballard talked about the exceptions for construction costs and the shortfalls as well as the lack of exception for health care costs. Mr. Ballard concluded that the Board should lock in the funds and have a special meeting on Friday. Ms. Kowalchuk asked about the 4.25% interest rate. The Board would be subject to the interest rates that are available in July 2007. Solicitor Fisher explained that the meeting needed to be advertised three days in advance and a quorum (at least 5 members) were required to vote affirmatively. Mrs. Thompson indicated she would not be available because she was testifying at a gaming hearing; however, a majority of the board members were available for an early morning meeting.

### 3. Requests to Address the Board

Joan Going, 2313 Dubonnet Drive, Macungie expressed concern about the Feasibility Study date of 2012 for a new high school. She said she was new to the area. She felt there was serious overcrowding at the high school and the situation needed to be addressed earlier. She indicated she had talked to officials in Lower Macungie Township about working with the district. She talked about acquiring new land.

Seth Flanders, 3941 Lilac Road, Allentown expressed concern about the location of a new elementary school on Liberty Lane rather than Sauerkraut Lane. He cited the problems that exist with the Liberty Lane property (safety, security, evacuation, construction distractions, PennDOT and Township approvals) and urged the Board to reconsider the decision to build an elementary school on Liberty Lane rather than Sauerkraut Lane.

### 4. Approval of Minutes

Motion by Ballard, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the minutes for the April 10, 2006 meeting.

This resolution was unanimously adopted by voice vote.

### 5. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

#### 1. Personnel

Motion by Robert, Seconded by Ballard

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

#### Retirement/Resignations



That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 12.

Informational: Administrative Reports (See Exhibit Section)

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Robert, Thomas, Thompson-----8

Absent: Richwine-----1

6. Education

-Overview of Revisions to Language Arts and Music Curriculum

Ms. Jan Hoffman, Supervisor of Elementary Education, described the process that had taken place for the revision of the English and Music curricula. The Steering Committee developed a mission and goal statements in the spring of 2005. She introduced the faculty members who served on the committee (Mary Ann Alick, Cheryl Wetzel, Melanie Hersch, and Lincoln Principal Kristen Campbell) and indicated that the committee was also comprised of parents and community members. Ms. Hoffman informed the Board that the committee looked at the key components of Reading Instruction from the National Reading Panel Report, additional key components, and common curricular units. Mrs. Linda DeIvernois, Supervisor of Secondary Education, gave an overview of secondary curricular changes for 2006-07. She introduced John Cari and Diane Didona who are English Chairs and Rita Cortez the Music Chair 6-12 and Music teacher Suzanne Seem. Mrs. DeIvernois said the number of selections were reduced to provide more in depth instruction and to allow students more time to develop higher level thinking skills and time to reflect on their writing. She explained the 2-Year budget implementation plan where ordering of textbooks would be staggered. Referring to the music curriculum revision K-12, Ms. Hoffman indicated that the Steering Committee looked at course offerings and curricular changes were made to align course content with the Pennsylvania Academic Standards for the Arts and Humanities. Ms. Hoffman indicated that at the elementary level classes are offered for general Music K-5, including elementary and instrumental music for Grades 4 & 5. She noted that there will be more use of technology in the music area than ever before. Ms. DeIvernois highlighted the required and elective music courses at the middle level. Students may participate in choir, band, or orchestra. The new courses at EHS are Women's Choir, Music Appreciation, and Dual Enrollment Music Appreciation. She explained the Dual Enrollment concept with LCCC, noting that Ms. Cortez also teaches the course. There are choral ensembles and instrumental ensembles that are offered at the high school. Mrs. DeIvernois talked about the positive growth in the Music Department.

Mrs. Thomas asked about middle school students in the choral program being able to read music. Ms. Cortez said they would begin the process and then continue the process at EHS. Mr. Robert said going through the English reading he felt there were limited uses of technology. Mrs. DeIvernois responded that as the course outlines are written technology is integrated throughout the course. The group wanted to take its time to investigate the programming that is purchased. The actual websites and different modalities of the technology integration will be included. Some of the textbooks do have online resources. Mrs. DeIvernois indicated that there will be professional development for the teachers this summer. Mr. Cari and Ms. DiDonna explained how different elements go along with the textbooks such as power point presentations and interactive quizzes. In every day use, there are a lot of opportunities for online activities. Mr. Ballard asked about the integration of the civics theme that was supposed to be integrated in the entire curriculum. He said he did not see any reference to civics. Mrs. DeIvernois said the civics at the secondary level was integrated into a calendar, posted through the TV series, there are nine pillars addressing activities. At the elementary level, there are activities on the pillars addressing activities or topics. This is done over the closed circuit TV and there are readings through biographies. Ms. Hoffman said as they move through the process they will certainly be aware of the topic but there are opportunities to address the topic through responsibility themes in the anthologies. Mr. Ballard wanted to see this topic expressly in the curriculum. He questioned the addition of the Women's Choir and not the corresponding Men's Chorus. Ms. Cortez responded that there are two boys groups who meet after school. The Women's Choir was started because during the past year the concert choir had over 200 students so a third group was needed. She further explained the ratio of boys and girls and scheduling issues. Ms. Gannon said she felt there were equitable offerings and regarding the civics issue, she did not feel it was a majority of the Board's belief but more that of an isolated board member. Mrs. Thompson said the civics issue could be discussed under Board Sharing. Ms. Fuller said that she and Mrs. Thompson enjoyed the Boys' Chorus at the Volunteer Brunch last year. She asked if discussion is given on information found on the internet. Ms. Hoffman responded that the standard is if the information is read can it be believed, is it opinion or fact and there are a number of other things such as ISAFE, Kidsperation, etc. The Kidsperation program is a tool that allows student to use graphic organizers and then turn them into an outline and then a writing piece. The program can be used for a variety of other classes. The Technology Resource teachers, librarians, and other teachers are involved in the committees. Referring to the chorus, Ms. Kowalchuk asked if it was an audition course. Ms. Cortez responded affirmatively. She explained how it helps students who may not be able to schedule the chorus in their day schedule. Ms. Kowalchuk asked about assessment anchors. Mrs. DeIvernois explained that assessment anchors come from the state and each time the PSSA test is taken they review the samples and they refocus the assessment anchors for student achievement. The eligible content comes from the State Committee that determines what the students will be assessed on. Mrs. Thompson thanked the presenters for their efforts.

7. Facilities

1. Overview of Eyer Bid Opening

George Moore from The Architectural Studio reviewed the bids received for the Eyer addition and alterations on Friday, April 21. There were two general contract bidders; four plumbing contracts bidders; and three bidders each for the HVAC and electrical contracts. The low bid for HVAC was withdrawn because of a mathematical mistake. The Plancon D/Act 34 estimate for the project was \$24,640,000. The base bids received are approximately 5% below that for a total of \$23,408,448. Alternate bids were also received for each prime contract. The maximum alternates including the base bid total approximately 6.1% above the Plancon D total of \$26,143,919. Mr. Moore indicated that they will be meeting with the administration to develop a recommended package for the Board's consideration. The final package should fall into the 2-3% range of that Act 34 figure. Mr. Moore indicated that the district is still in that period of 18 hours where bids can still be withdrawn.

2. Lower Macungie Township Approvals – Eyer MS Project-Exhibit 13 & Exhibit 14

Motion by Earnshaw, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the Land Development Resolution No. 2005-85 (Exhibit 13) as approved by Lower Macungie Township Board of Supervisors on December 15, 2005; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve the Conditional Use Application as submitted and approved by the Lower Macungie Township Board of Supervisors on March 2, 2006 (Exhibit 14).

Note: These documents have been reviewed by the Solicitor.

Solicitor Fisher explained the two resolutions and noted that the LMT engineer has told the district that PENNDOT has indicated road improvements will not be required along Buckeye Road. He will get that in writing.

Submission of PDE Form 3074A-Eyer MS Project

RESOLVED, That the East Penn Board of School Directors approve PDE Form 3074 (A) for Eyer MS Asbestos Abatement/Removal (All Phases) as a non-reimbursable project.

Note: This work has been removed from the PlanCon process due to the phasing of this work.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Robert, Thomas, Thompson-----8

Absent: Richwine-----1

3. Emmaus High School Capacity

Dr. Ziolkowski said the short-term recommendations from the Feasibility Study would address the master schedule to insure maximum efficiency. This has not been done yet because all registrations have not been received. This is to assure that all classrooms are being used efficiently. Also included would be a review of classes that have less than ten students enrolled. The administration would be looking at converting classrooms and rooms for high school use such as some computer labs and some science labs. There are approximately two rooms that could be used for classroom space. There is also the use of 8 relocatables that could be installed. The projections indicate an additional 70-80 students in the high school next year. There are currently 2660 students at Emmaus HS which is the lowest number for the school year. There are students who come and go in the high school. One of the things being watched is the utilization of LCTI full-time placement for September 2006. As of last Thursday, there were 17 East Penn students enrolled in the program for next year. The aspirations are much higher for this program. The registration for other LCTI students do not show tremendous growth and will probably be the same as last year. Mrs. Thomas asked if there was any further discussion about the administrative offices moving. Dr. Ziolkowski said not since the Feasibility Study was presented. The relocation and adaptation of the facility would only give space for 200-225 students. Ms. Kowalchuk said she is not a fan of portables and she felt the administration should be moved and commercial space could be located. She felt that the 6 million dollars to renovate the area would provide ten classrooms and she did not think any classroom

space would go to waste. She said she would like to see converting the space. Mr. Earnshaw said it may look like an attractive option to convert the space but right now the district does not have the borrowing capacity to renovate this space and borrow for the elementary school. Ms. Gannon said when the process was started the high school was a top priority and then elementary was found to be growing. She felt waiting until 2012 was too long a time frame to do something with the high school. She felt it could be worked into the finances. Mr. Robert suggested using Conference Rooms A & B as instructional space for the high school without making any renovations. He concluded that the rooms were nice meeting rooms but spaced to meet could be found in other buildings. Mr. Ballard said he had asked that the options be priced out at a per student cost to find out where the particular option costs more. Converting the administrative office space is not a free option because it will be necessary to find other space. Most office space will require the district to do the partitions and renovations. To lease space at Liberty Lane eleven years ago, it cost the district \$10,000/month. The administration offices were located there for four years. Mrs. Thomas said her understanding was that 1.8 million dollars was the cost for conversion. Mr. Ballard said the 6 million dollar number came from the construction of new office space or costing out temporary office space. Mrs. Thompson said she hoped there could be some other ideas that had not come to the surface before. She mentioned Mr. Robert's suggestion about using the conference rooms even though she knows the space is heavily scheduled. She said she was thinking of high school capacity in a different context. Mrs. Thompson talked about educational opportunities outside EHS, for example, taking classes at local colleges, receiving credit, and transferring the credit to EHS. Dr. Ziolkowski said the graduation would not be a problem but he would encourage students to take courses at the higher education level. Ms. Kowalchuk talked about this happening in the past and it was made more difficult for students and if they opted out of their senior year then they could not participate in some of the senior activities. She felt if things were made more flexible it may help some of the numbers in the classroom. Ms. Gannon said the projection for 70-80 students would mean over the next four years that could escalate to 480 students. Mr. Robert said the program should be accelerated and asked if it could be financially handled and felt the Board should be looking at constructing a new high school and acquiring more land. Mr. Earnshaw talked about PDE regulations that do not allow school districts to over build. He concluded he would be reluctant to build a high school right now and to start that process but the district cannot wait until there are 4,000 students. Mr. Ballard said the high school could be done in the next six years. He pointed out that one of the options was to build another middle school and convert LMMS to a high school. Mrs. Thompson said there has been no Board action on the Feasibility Study. Ms. Gannon expressed her concerns that classes would be eliminated that were under enrolled and some of those could be AP courses. Mrs. Thomas said she moved into the community because of the reputation of the district and she would be reluctant to do anything that would harm that reputation. Mr. Earnshaw felt the district was making progress and doing what it can to address the needs. Referring to the administrative space, Ms. Kowalchuk indicated that there may be commercial space to rent or purchase. She wanted administration to look at what is available and cost out commercial space. Mrs. Thomas asked if the space was converted how would students get there. Dr. Ziolkowski said there is no direct way except entering through the cafeteria area or going outside. Ms. Gannon said she wanted to propose a motion that we get some more information regarding options for leasing or renting space or explore other commercial property and to get a more realistic cost to convert the administrative office area. After consulting with Mr. Fisher to see if a motion was needed, Mrs. Thompson asked if there was anyone who was not in favor of having the administration look at other options. Mr. Robert did not agree. Ms. Fuller said she agreed with Mr. Ballard, Mr. Robert, and Mr. Earnshaw about converting this space because then the district has a 3,000 student high school. She said it would be perfectly logical to look for commercial space; however, as a member of Commercial Real Estate Women of the Lehigh Valley, she knew there was very little available in East Penn. Dr. Ziolkowski pointed out that the meeting rooms are the only ones available in the school district for professional development, large group meetings, and a variety of other activities. It would be a deterrent for staff development. Ms. Kowalchuk interjected that it would be another possibility to use the portable classrooms for conference space. There appeared to be a general consensus to have the administration look at what commercial space is available.

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

No Report

-Lehigh Career & Technical Institute

F. Fuller  
T. Richwine  
V. Thomas  
A. Thompson

Mrs. Thomas and Ms. Fuller asked if anyone would be able to attend the JOC meeting in their place. No one volunteered. Ms. Fuller said she would try to make the JOC meeting but would be very late.

9. Legislative

C. Ballard

Mr. Ballard reported on the latest developments with the Conference Committee and the Special Session House Bill 39. The Senate has confirmed the appointment of Esther Bush to the State Board of Education. She is the President/CEO of the Pittsburgh Urban League. He reported that HB 2273 is attempting to set a comprehensive bill for consolidation of various county assessment laws. It is possible that there may be movement on mandating county assessments.

The Board recessed at 9:40 p.m. and reconvened at 9:45 p.m.

10. Business Operations

1. Approval of Bill List

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

Treasurer's Report

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

Transfer to Capital Reserve Fund

RESOLVED, That the East Penn Board of School Directors authorize the transfer of funds from the General Fund to the Capital Reserve Fund in the amount of \$847,161, representing the savings accumulated from the bond refinancing of June 2005 and the bond refinancing of January 2006.

Construction Fund Disbursements – Exhibit 15.

RESOLVED, That the East Penn Board of School Directors authorize payment from the GOB 2003 Bond Issue for the items listed on Exhibit 15.

Bid Award Recommendations – Computer Supplies & General School Supplies (Exhibits 16 & 17)

RESOLVED, That the East Penn Board of School Directors approve the bid awards for the computer supplies and general school supplies as listed on Exhibits 16 & 17.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Robert, Thomas, Thompson-----8

Absent: Richwine-----1

2. 2006-07 Budget Presentation

Using the attached information, Mr. Reigal noted that he was actually projecting an enhanced fund balance due to tax collections and utility costs. There was an adjustment for Title I because \$200,000 had been projected and the district is only eligible for \$141,000. The Lower Macungie ES re-opening costs are approximately \$368,540 and the transportation is estimated at \$160,000. Mr. Reigal reviewed the LMES re-opening costs that are attached. He highlighted the various Tax Millage Options, including examples with referendum limits. Mr. Reigal said he is presenting the budget for tentative adoption at the May 8 Board Meeting. He asked the Board for direction on the millage for tentative adoption. Mr. Ballard asked why Title I funds are still in the budget. Dr. Ziolkowski said the Board did not give any direction of removing Title I monies from the budget. The discussion held at a previous meeting was to talk about the ramifications of accepting Title I monies. Dr. Torma had contacted PDE but could not get anything in writing. Ms. Kowalchuk recalled that the discussion was if the district received the Title I funds they would not necessarily be used at the high school level. Dr. Torma reviewed the targeted assistance provision, adding that there were two elementary schools that would benefit from Title I that did not qualify. The ramifications for NCLB are solely connected to Title I monies. The funds would be used to improve educational programs in the area of professional development. Dr. Torma emphasized that the information from PDE indicates that the eligibility to receive any Title monies is specific to that Title program. Mr. Ballard said he wants the solicitor to provide a statement. Dr. Ziolkowski said it is difficult but it will be pursued. Mr. Ballard responded that there are other interpretations from other associations who have experts in school law. Mr. Ballard insisted that the only interpretation is that acceptance of Title I funds means the district is open to sanctions under NCLB. Dr. Ziolkowski said all that can be received from other organizations are opinions. The district needs clarifications from PDE or the federal government. Mr. Earnshaw said that if enough districts opted out of Title I the federal government would find a way to look for compliance. Also, it may be until there is court precedence the rest is just opinion. Mrs. Thompson asked about the sanctions noting that one is school choice and the other is looking at schools in other districts. Dr. Torma added supplemental education services and tutoring. to the requirements. Mrs. Thompson noted that tutoring has been offered on a volunteer basis. Mr. Ballard said there are other implications that are not being included here. Mr. Robert asked for the cost of the sanctions for the next meeting. Mrs. Thompson asked Mr. Reigal to remove Title I funds from the budget.

Ms. Kowalchuk asked about the Accountability Block Grant and the Literacy Coach. Mr. Reigal said the Governor's budget includes an increase of \$105,000 in funding for the Accountability Block Grant. If, when the final

budget is adopted, it does not exist then this expense will not exist. The Curriculum Office included an additional position to be subsidized by the funds. Mrs. Shulman explained the position, noting the person must be certified as a Reading Specialist. Mr. Ballard objected to funding a permanent position with temporary funds. Mr. Reigal said it would be a Temporary Professional position with tenure after three years. Mrs. Daniel said that generally this is considered creating a position with the same rights of the professional staff. The Board directed the administration to look at other organizations that may provide this service. Mr. Earnshaw asked about the addition of three teachers at the high school level. Dr. Ziolkowski said these are areas that we felt where we needed additional staff. Mr. Earnshaw asked about the School Resource Officer being in Category 3. Dr. Ziolkowski said that after discussions with the high school administration, it was felt that the district could get the most utility out of hiring another Assistant Principal. Mr. Earnshaw asked for a copy of the violence report. Dr. Ziolkowski said it is available and he will see that the Board receives copies. Mr. Robert asked about the Drop Out Survey. Ms. Kowalchuk talked about the other positions that were not approved. Dr. Ziolkowski explained that in terms of Special Education there are state regulations that indicate the numbers. At the high school, they did look at numbers and projected case loads for teachers. There was 2.8 million dollars in requests for additional staff.

Mr. Robert said he would support a 1 mill increase without the Title I money. Mr. Ballard said he would like to see a steady increase. Ms. Fuller concurred that the district should go to the 1.49. Ms. Kowalchuk said 1.1 mill increase would be the best option. Mr. Earnshaw asked if there could be an Option 5 with 1.0 mills. Ms. Gannon also concurred with a 1.0 mill increase and asked that there be an additional "estimated". Mrs. Thompson said she would like a 1.0 mill increase but with all the challenges facing the district (acquisition of land; new elementary school) she would support a 1.49 mill increase.

3. Special Board Meeting – May 1, 2006

Motion by Ballard, Seconded by Robert

RESOLVED, That a Special Board Meeting be scheduled for Monday, May 1, 2006 at 7:30 p.m. in the Board Room for the purpose of awarding the bids for the Eyer MS Project and such other business as the Board needs.

This resolution was unanimously adopted by voice vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Robert, Thomas, Thompson-----8

Absent: Richwine-----1

4. Special Board Meeting – April 28, 2006

Motion by Robert, Seconded by Earnshaw

RESOLVED, That a Special Board Meeting be scheduled for Friday, April 28, 2006 at 7:30 a.m. in the Board Room for the purpose of recommending a parameters resolution and bond purchase agreement for bonds to be issued in the future as funds are needed and any other business that requires Board action.

This resolution was unanimously adopted by voice vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Robert, Thomas, Thompson-----8

Absent: Richwine-----1

4. Bid Opening Report – Eyer MS Asbestos Abatement (Exhibit 18)

11. Board Sharing

-Civics in the Curriculum – Postponed until another meeting.

-Dr. Ziolkowski drafted a letter to go to Kindergarten parents. Board members will receive a copy.

-Mr. Ballard suggested the Board read the editorial by Judge Rendell that appeared in the Morning Call.

12. Announcements

Monday, April 24 6:30 p.m.-Executive Session (Personnel)

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

Week of April 24 Elementary-Parent Teacher Conferences, Early Dismissal

Thursday, April 27 7:00 p.m.-Elementary Band Concert-Shoemaker School

Saturday, April 29 7 a.m.-4 p.m.-Emmaus Public Library Used Book Sale-Lower Macungie MS

9 a.m.-2 p.m.-8th Annual Nutrition, Health & Safety Fair, Lower Macungie MS

13. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 10:38 p.m.

Cecilia R. Birdsell, Board Secretary

Cecilia R. Birdsell  
Board Secretary



EAST PENN SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
SPECIAL BOARD MEETING

APRIL 28, 2006

1. Call to Order; Pledge of Allegiance

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon,  
S. Kowalchuk, T. Richwine, M. Robert, V. Thomas,  
A. Thompson

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

Treasurer: Gary Reigal

Secretary: Cecilia R. Birdsell

Substitute Superintendent of Schools: Dr. George A. Ziolkowski

Press Present: Randy Kraft, Morning Call Reporter

2. Requests to Address the Board-None

3. Financing Plan

Mr. Lou Verdelli from Pubic Financial Management explained the parameters resolution that will provide the financing for future projects within the current borrowing capacity. The current borrowing capacity is 22 million dollars for this fiscal year. On July 1, the borrowing capacity will be updated and it will increase as revenue increases. Using the attached \$20,000,000 For Purchase Agreement information, he explained the debt schedule, the summary of outstanding indebtedness, and the borrowing base calculation. The Bond Purchase Agreement is from RBC Capital Markets as the underwriter and one of the largest purchasers of school district bond issues in the Commonwealth. Mr. Reigal indicated that the district gains approximately 14 million dollars a year in borrowing capacity. Mr. Verdelli explained that the revenue for the last three years is averaged; the average is multiplied by 225% to come up with the borrowing capacity. Each year the old year is dropped off and the principle is paid down by 6-7 million dollars.

Attorney Dick Wood from Rhoads & Sinon explained the attached resolution and the difference between the incurrence of the debt under state law vs. the issuance of the debt under the federal tax code. The only thing being done at this meeting was the authorization of the indebtedness under the Local Government Unit Debt Act. For the indebtedness to be effective, the meeting must have been advertised, draft copies of the resolution available, and for the resolution to be effective you need a purchaser, purchase price, and a maximum interest rate. The Agreement is to purchase bonds not less than 97% of principle amount and will not bear an interest rate of greater than 8%. The redemption features are not known at this time and are open for negotiation at the time the bonds are issued. One of the things that cannot change with the transaction is the schedule of principle maturities. They can be decreased but they cannot be increased since this would be seen as a

new bond issue. He emphasized that the date of incurrence will be April 28. Mr. Ballard asked Mr. Wood, in his professional opinion, if this was a fiscally prudent action for the Board to take at this time. Mr. Wood said he thought it was fiscally prudent because it gives the district the ultimate flexibility. Ms. Gannon asked if by not competitively bidding will this result in a higher interest rate. Mr. Wood said PFM will look at the scale and go to RBC and tell them what they have to match. The experience has been that the match up is very favorable because of the size of the firm and they know the "rules of engagement." Mr. Richwine asked if when the district decides to borrow does it have to be 20 million dollars or could it be in smaller increments. Mr. Wood said it could be issued as four 5 million dollar bonds or two 10 million dollar bonds. It would be set up for the greatest flexibility. Mr. Richwine also commented that this is also to grandfather this debt in case the Legislature enacts legislation that would hold districts to a certain increase in taxes. Mr. Wood said it also gives some additional flexibility and forward contracts have been taking place before Act 72. Mr. Richwine asked if there was any reason the Board was not doing the maximum allowed now. Mr. Wood said that one of things we do not want to have happen is have the state come back and say that 22 million dollars was borrowed but your calculations were wrong. The 20 million dollars is a good estimate and the overall 1-2 million dollars will not make a material difference.

The following motion was introduced:

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the attached resolution to incur 20 million to provide funds for the purposes outlined in the resolution.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

#### 4. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 7:50 a.m.

Cecilia R. Birdsell  
Board Secretary

EAST PENN SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
SPECIAL BOARD MEETING

MAY 1, 2006

1. Call to Order; Pledge of Allegiance

President Ann Thomas called the Special Meeting of the East Penn Board of School Directors to order at 7:30 p.m., followed by the Pledge of Allegiance.

Board Members: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine, M. Robert,  
V. Thomas, A. Thompson  
Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Gary Reigal  
Board Secretary: Cecilia R. Birdsell  
Substitute Superintendent of Schools: Dr. George A. Ziolkowski  
Press Present: Randy Kraft, Morning Call Reporter

2. Requests to Address the Board-None
3. Bid Opening Report – Eyer MS Additions and Alterations (Exhibit 1)

Dr. Ziolkowski said the information was forwarded to the Board on Thursday. The purpose of this meeting is to review the Eyer MS renovation and to award the prime contracts and discuss the alternatives. This project has been discussed for several years and was not included in the Feasibility Study.

4. Contract Awards – Eyer MS Additions and Alterations

1. Motion by Robert, Seconded by Gannon  
RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent to Award Contracts" to the Contractors listed below and in the amounts listed who are the lowest responsible bidders meeting specifications for the Eyer Middle School addition and alterations.

General Contractor

Rizzetto Construction Management Inc.  
4110 Independence Drive, Suite 100  
Schnecksville, PA 18078

Base Bid	\$14,800,000
Accepted Alternates	1,462,000
Total General Contract	\$16,262,000
Accepted alternates:	1, 2B, 3B, 4, 5, 6, 7, 8, 10, 11B, 12, 13, 17A, 17B, 17C, 17D, 19, 20B, 21, 22, 23

HVAC Contractor

Worth & Company, Inc.  
6263 Kellers Church Road  
Pipersville, PA 18947

Base Bid	\$3,223,000
Accepted Alternates	114,600
Total HVAC Contract	\$3,337,600
Accepted Alternates:	1, 2, 3, 4, 6

Note: Low bidder withdrew bid. (Exhibit 2)

Plumbing Contractor

Dual-Temp Company, Inc.  
2050 S. 12th Street  
Allentown, PA 18103

Base Bid	\$2,170,000
Accepted Alternates:	154,000
Total Plumbing Contract	\$2,324,000

Accepted Alternates: 1, 2, 3

Electrical Contractor

Wind Gap Electric, Inc.  
125 West Seventh Street  
Wind Gap, PA 18091

Base Bid	\$3,215,448
Accepted Alternates:	250,084
Total Electrical Contract	\$3,465,532

Accepted Alternates: 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14

Summary:

Total Project cost with Alternates	\$25,389,132
Base Bid no alternates	\$23,408,448
Total alternates accepted	\$ 1,980,684

be it further

RESOLVED, That the Notice of Intent to Award Contracts are issued contingent upon submittal and approval of the required documents to the Department of Education (PLANCON G) and other state and local agencies with the appropriate parties being authorized to sign the documents, submittal and approval of the required bonds, Certificates of Insurance, and the required documents from the contractors as specified in the bid instructions and materials, and execution of a contract as required in the bid instructions and materials, all of the aforementioned being completed to the satisfaction of the District Solicitor.

Note: Plancon G (Exhibit 3)

Mr. Ballard felt there had been fairly clear directions to the Board and administration about bidding this job so it would be possible to remain under the 25 million dollar cap that the Board set when this project was started. The bid contains no negative alternatives that could be put into the bid to lower it. The base bid excluding the architectural and site preparation fees does not appear to give any room to maneuver. He questioned the quality of the estimates.

Mr. George Moore of The Architectural Studio said the direction was given and the alternate package is basically the package approved last year. The scope of the alternate work could be adjusted should there be additional funds available from the bids. Mr. Ballard said the intent was to stay within the 25 million dollar figure and again questioned the process. Mr. Moore pointed out that there are a variety of costs included in the project cost other than the actual construction. The contingency fund could be adjusted. Mr. Ballard asked if it was his understanding that the 25 million dollars covered construction costs and did not include other fees. Mr. Moore responded that his understanding is that the Plancon D construction cost was \$24,734,000. The Plancon D information contained the cost of construction and also included the alternates that were contemplated. The alternate package represents an increase of 2.6% over the full package from a year ago. Mr. Ballard again asked what was considered the total construction cost. In Plancon D, the total structure costs, architect's fee, movable fixtures and equipment and site costs were \$27,064,400 (Reference: Act 34 Hearing Booklet/Plancon D02). In Plancon G, the total cost is \$27,653,632. Mr. Ballard continued his line of questioning regarding the figures totaled by Mr. Reigal (29.080,925) and total project cost with and without alternates. Mr. Reigal explained his interpretation with and without alternates. Mr. Moore would only speak to the Plancon G figures. Mr.

Reigal had a higher figure for project supervision. Mr. Ballard questioned the difference in figures for electrical and plumbing. Mr. Moore responded that the bids came in higher than the figure in Plancon D. He said that between the time the Plancon D figures were compiled all demolition fees were included in general construction and when the project was bid it was made the responsibility of the general contractor. There have been significant increases in costs for materials and particularly those dealing in metals. There are significant wiring costs for the portable classrooms and that was not in Plancon D because there were other options being considered. Mr. Moore concluded that the bottom line is that the figure is 2.6% above the Plancon D number. There are three small alternates that were not in Plancon D. The alternates are ADA changes in the Tech Ed area; library chair lift; dark room renovations, and snow melt mats in the entrance area. Mr. Ballard said he was disappointed and he thought the direction was to bring in the project at 25 million dollars. However, this is 5.5 million dollars over that figure and there is no way to get out of it.

Mr. Earnshaw had reviewed meeting minutes to see how the project evolved, costs estimates, and financing options that were selected. In early 2005, the issue was discussed because it looked like the costs would be higher. He said the Board has to borrow three-five million dollars or change the scope of the project to reduce the cost. Given the recommendations in the Feasibility Study that include estimates up to 125-130 million dollars and the borrowing capacity for the district over the next few years, Mr. Earnshaw concluded that there was no way to do it all. The Board is going to have to make hard decisions. In answer to a question about project supervision costs, Mr. Reigal said that it is a fixed percentage under contract. In answer to a question from Ms. Fuller about available funds, Mr. Reigal explained that there is a 3.2 million dollar balance in capital reserve (minus 1 million dollars for LMES); \$400,000 balance remaining in previous construction funds; and 2.3 million dollars borrowed for athletic fields. The total accessible funds are about 4.8 million dollars. Mr. Reigal would not recommend expending the funds in capital reserve. The additional funds for Eyer could be taken out of the financing from last Friday. Ms. Kowalchuk said the funds were borrowed for an elementary school and now there may not be enough funds. Mr. Reigal said there is a danger borrowing funds for a project when the district is not even in the planning stages and that is what happened with the Eyer project. Ms. Kowalchuk said the alternates listed would be hard to prioritize. She would hate to see a situation where the whole building is renovated and then have some small aspect not included. She said the Board had prioritized alternates and she did not see that it was done. Mr. Carl pointed out that the attached list of base bids and alternates was considered. Mrs. Thompson talked about board members involvement in the LCTI project and how the financing was handled. She understood costs go up but the Board had to get this spending under control because there are a lot of other buildings to consider. She said that there is a long track record that everything that has been built is significantly more than the estimates and the Board cannot continue to do that. She said the Board is sending a clear message that the amount that the architects say is needed is the amount the district borrows and that is what is used. There is no way to building everything that is needed. Given the financial future, the Board needs to bring this under control. Mr. Ballard asked the administration to justify what went above the base bid with this kind of structure to get it to the minimum. He wanted to know what alternates the administration can live without. He indicated that he would be voting against the alternates because the Board has not been given the ability to withdraw anything. Mr. Moore indicated that the scope of the addition is based on the Plancon process. The alternate package gives the Board the capacity to curtail the scope. He also noted that outside elements have an effect on the bidding process. When contractors are making bids, they have to project what is going to happen in the construction business over the next two years. He suspected that the bidders will probably make purchases for materials that they will be using in the next year just to keep their costs in line. As far as re-bidding, he would not make that recommendation because it could increase costs since the bidding climate now is that the volume of construction is greater than it has been in many years. Many districts have been grandfathering their debt so projects can be completed.

Dr. Ziolkowski said the scope of the project was given to PDE based on what is needed. Technology costs and the contingency fund can be considered. Mr. Reigal said there is usually 6% in the contingency fund. Mr. Moore said this is higher because it is a renovation rather than new construction. Dr. Ziolkowski said the only way to go back is to look at the alternates to determine what is needed for safety and utility. Mr. Robert noticed that in the alternates there are costs for ceiling projectors and he wondered why there is an extra \$250,000 in technology costs. Mr. Reigal said nothing in there should have a useful as a computer. Mr. Moore said the costs are not for hardware but for the backbone and wiring that comes into the projector. He explained the alternates and associated alternates (flooring finishes, reconfiguration of open pods and turning them into traditional classrooms with a corridor, etc.). Mr. Robert said he was very disappointed in the results that have been received, adding it would take some strong convincing to think that we ought to continue and to take a different approach based on the process that the administration has come through to get the numbers done. He felt not going with the alternates may substantially decrease the quality of the project. Mr. Earnshaw chronologically listed the time frame of the project and contended that the process took too long, approximately two years and one month. He reiterated his concern that it took The Architectural Studio too long and stated that the costs would have been lower if the process had not taken so long. He thought other projects had moved more quickly (Shoemaker & EHS addition). Mr. Moore said a renovation project is more complex than new construction and the planning process involves getting approvals from PDE, PennDOT, other outside agencies, and local municipalities. All these elements do stretch out the process based on how quickly approvals are forthcoming. Mr. Moore said the original high school project was more complex and required a longer time line. He concluded that the process went as quickly as possible. Mr. Earnshaw asked about carpeting in the base bid and tile as an alternate. Mr. Moore said this is a premium carpet with a life span of 15-20 years. Mr. Earnshaw countered that tile in the alternates indicated a 20-30 year life span. He thought that it was one place that the Board could trim out several thousands by putting carpeting in the base bid and then after 10-15 years tile could be installed. Mr. Moore said flooring can be replaced over a summer. There is a reimbursement factor with the PlanCon process that requires the 20-year rule. He said he would be willing to

save \$200,000 now. Mr. Earnshaw said he would be willing to go through the list of alternates and have a discussion about them. Mrs. Thompson asked if the Fitness Room had been removed. Dr. Ziolkowski said the Fitness Room has been removed but there is a Fitness area that is much smaller and has been created out of existing space. Ms. Fuller quoted from an article in the Morning Call regarding the renovations to the Van Sciver building by PennDOT and the escalation of cost. She also noted that when the high school was renovated the Board at the time removed air conditioning from the gym. She said now several years later the students and parents who attend Baccalaureate have found it extremely uncomfortable so much so that an ambulance is kept close by in the event that someone faints. She said if the Board is renovating and improving a building it does make sense to complete the whole building. Ms. Fuller concluded her comments by reading the message in her Chinese fortune cookie, " Take the time to do it right, otherwise you will have to take the time to do it over." She will support all of the alternates.

Mr. Richwine said that looking at the table prepared by Mr. Reigal and the alternates, there is a difference of about 2 million dollars - \$900,000 is for project supervision which was an oversight and approximately 1 million dollars is for the four major contracts. He felt the questions should have been asked when Plancon D was approved. In the next project, if there is time to get into the guts of the project then make decisions to cut or re-arrange certain items. Mrs. Thompson said at the time of Plancon D there was opposition voiced about the cost and the alternates were the compromise. Mr. Earnshaw claimed that there was extensive discussion about the cost and there was significant negative feedback about the cost, even though it was unanimous. Mr. Earnshaw said that the administration and the architects were not willing to reduce the size or the scope of the project. He said the alternates were a compromise until the bids came in. He said the Board did not push hard enough to reduce the scope of the project and, in the future, the Board will have to insist that the scope be reduced. Mr. Ballard said he could make a case that everything that was really optional was put into the base bid and only things that the project could not do without were the alternates. He again stated he would not vote for the motion and alleged that the process and the Board had been subverted. He did not want to be associated with this package and the way that they were being forced into it.

Ms. Kowalchuk asked about a few items that were taken out, adding she agreed with Mr. Ballard because there is no choice about the alternates and she would reluctantly support the project. Ms. Gannon said the Board needs to move ahead with the project and she would support going ahead. She still expressed concern about the high school and did not think the district could support a second high school. Mr. Robert asked if the \$250,000 for technology is still included. Dr. Ziolkowski said that it could be removed. Mr. Reigal said he suspected that he would be substantially above the \$700,000 income investment. Mr. Earnshaw said he would be voting against current resolution.

Mrs. Thompson said that none of the board members are happy; however, once again they have been boxed into a corner. However, the Board needs to move forward and she would like to vote, under protest. Mrs. Thompson emphatically stated that the Board is not going to be in this position again.

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

Aye: Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----7

Nay: Ballard, Earnshaw-----2

5. Rejection of Alternates

Motion by Ballard, Seconded by Thomas

RESOLVED, That all other alternates not accepted be rejected.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

6. Withdrawal of Bid

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors accept the Letter of Withdrawal from JBM Mechanical Inc. for the mechanical contract bid for the Eyer MS project.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

7. Board Sharing

Mrs. Thompson indicated that the Board has not approved the Master Plan/Feasibility Study. She felt there needs to be a discussion and specifies what is to be done. Dr. Ziolkowski pointed out that some of the initial recommendations have not been followed. He explained that the second report has to be revised. There are still discussions about what to do with the high school. Mr. Earnshaw said that a summary of goals could be compiled from the recommendations. Dr. Ziolkowski asked about the time line. Mrs. Thompson thought this could be done some time in a month, after the budget process. Mr. Earnshaw said there could be a Committee-of-the Whole discussion to select what options they wanted to pursue. He said some board members had expressed concern about the Early Education Center and the administration could come back with a detailed report.

Mr. Ballard talked about the time line of SSHB 39. Dr. Ziolkowski said this has been discussed and there could be potential Special Board Meeting on May 15.

Mrs. Thomas said there was a small item in the plan about looking at working with another district. She thought it might be worth having a conversation such as a joint high school with Parkland. She conceded that she knows there are reasons that cannot work. Mr. Robert said he did mention it to Dr. Louise Donohue, Superintendent of Parkland School District, and she was not interested. Parkland board member Roberta Marcus also listed reasons it would not work. Mr. Robert said he would like to see some kind of merger of school districts in general.

8. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:15 p.m.

Cecilia R. Birdsell  
Board Secretary

## ORDER OF BUSINESS

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

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

Board members present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Board Solicitor: Marc S. Fisher, Worth, Magee & Fisher  
Board Secretary: Cecilia R. Birdsell  
Treasurer: Gary Reigal  
Substitute Superintendent of Schools: Dr. George Ziolkowski  
Press Present: Loretta Fenstermacher, East Penn Press Reporter  
George Whacker, East Penn News Editor

### 2. Requests to Address the Board

Mark Thompson, 4981 Cornerstone Road, Wescosville indicated that he was an architect and citizen in East Penn. He expressed concern about the process for delivering projects, acknowledging that his knowledge of the project was based on newspaper accounts. He assured the Board that the four prime contractors for the Eyer renovation and addition were excellent. He spoke about the project being 20% over the original budget. He suggested the Board review the process including low estimates and scope creep. He also suggested hiring a pre-construction management firm.

### 3. Emmaus HS SGA Report

Chelsea Fenstermacher, representing SGA, reported that \$700 had been raised for the American Cancer Association. The Snow Ball was held on March 17 and was very successful. They are conducting a Blood Drive and will be scheduling the Ice Cream Social and Final Fling. Some of the SGA officers attended a National Leadership Conference in Washington, D. C. The group toured buildings and met with different senators.

### 4. Approval of Minutes

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the minutes for the following meetings:

April 24, 2006 Regular Board Meeting

Ms. Gannon asked for a correction on Page 5, Lines 21 & 22: "Ms. Gannon said the projection for 70-80 students would mean over the next **six** (instead of four) years that could escalate to 480 students."

April 28, 2006 Special Board Meeting  
May 1, 2006 Special Board Meeting

This resolution was unanimously adopted by voice vote.

### 4. 2006-2007 Preliminary Budget Adoption

Motion by Gannon, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors adopt the tentative 2006-07 budget in the amount of \$99,679,304 with the following tax levies:

39.16 mills on the assessed valuation of real estate  
1/2% (.005) Act 511 Earned Income Tax



1% Act 511 Real Estate Transfer Tax

be it further

RESOLVED, That the Senior Citizens Real Estate Tax Rebate Program be continued for the 2006-07 year.

Mr. Reigal referred to the attached Tax Increase Options Summary that show various options both with and without Title I. He said the millage rate would not be impacted by accepting Title I funds; however, the fund balance would be impacted. He said the adjustment would be \$141,000 to the fund balance based on whether the funds were included. Referring to the Five-Year Budget Model, Mr. Reigal indicated that Interim Real Estate Tax has doubled.

Mrs. Thompson said she was assuming that the Board does not want to accept the Title I funds but she was not sure that was a majority opinion. Mr. Earnshaw said he thought it was clear that accepting the Title I funds would make us subject to NCLB sanctions. He would not want to accept Title I funds. Mr. Robert asked if the administration would plan on spending the funds for those items regardless of whether or not we accept the funds. Dr. Ziolkowski responded that if the funds are not accepted the level of intervention will not take place at Lincoln and Jefferson. However, the district will be offering what is necessary. He said that through next year (2006-07) the district will be held harmless. He felt very strongly about turning back \$141,000. Mr. Earnshaw questioned the Title I funds because the expenditures are the same whether the funds are accepted or not. Mr. Reigal clarified that the expenditure side of the budget is not changing. It is acceptable to use the Title I funds to supplement some of those programs already in place. There was a brief exchange concerning the expenditures as they relate to accepting Title I funds. Mr. Ballard said he was deeply disturbed by the process. He said he has been trying to find out why and who was pushing for Title I funds. He asked the Solicitor if he had reviewed the May 1 memo from Dr. Torma. Solicitor Fisher said Dr. Torma's chart represents the current state of what Pennsylvania is saying right now. Mr. Ballard talked about the one disaggregated subgroup that did not meet AYP. He felt accepting the \$141,000 in Title I funds, that the district does not need, will expose the district to the sanctions under NCLB. Dr. Ziolkowski said that conversely the district would be turning away from \$141,000 to expand or provide new services. The administrative staff is advocating for the funds. Mr. Ballard insisted the district will be putting itself in a position that will activate the sanctions under NCLB. Dr. Torma talked about School Improvement I and II and the attached possible scenarios for 2006-07. Dr. Torma addressed Mr. Ballard's concerns, noting that this would be only for 2006-07. Mr. Ballard asked if the solicitor concurred. Solicitor Marc Fisher said he understood the issue about taking Title I from one building and using it at another non-Title I building. He agreed with Dr. Torma. Mr. Ballard reiterated his concern that he had heard opinions from other lawyers that the sanctions are activated for the acceptance of any Title I funds. Solicitor Fisher said it is his opinion that if the high school does not make AYP and the Title I funds are earmarked for either Jefferson or Lincoln or both, the failure of the high school not making AYP will not trigger any of those consequences. Mr. Ballard asked if the cost of litigating the question would be in excess of \$141,000. Solicitor Fisher felt it would be less. Dr. Torma continued with the scenarios listed. She concluded that Pennsylvania has no sanctions in place for non-Title I schools but they will be looking for sanctions for non-Title I schools in the future. This is being discussed between PDE and the State General Assembly.

Mr. Earnshaw asked what kinds of services are being provided at Jefferson and Lincoln right now. Jan Hoffman, Supervisor of Elementary Education and former Title I Coordinator, said there are remedial assistance instructors at Lincoln and Jefferson. If Title I funds are accepted, then there would be a concentration at Lincoln and Jefferson using the same staff but there would be additional materials and expansion of some of those services. In answer to a question from Mr. Earnshaw, Ms. Hoffman responded that there is probably close to \$141,000 in staff being expended. In the scenario of getting the Title I funds, Ms. Hoffman clarified that the funds would be used at Lincoln and Jefferson and the formula is worked out by a per pupil allocation based on Free and Reduced Price Lunch. Mr. Earnshaw said that the funds should be added as an expenditure. Dr. Ziolkowski explained that the district will be utilizing Title I funds in lieu of money being spent in the General Fund. These funds would be used in Jefferson and Lincoln and under the auspices of Title I funding. Ms. Hoffman indicated that she has written the last fourteen Title I applications and it follows very strict rules about which schools can and cannot be served. The high school does not qualify based on the rules of Title I because it is below the district average. Ms. Kowalchuk also clarified that the services were not being expanded but additional materials may be ordered.

At this point, the program is not being expanded. Mr. Richwine reviewed the various options on the summary for revenue, expenditures, and fund balance. Mr. Ballard continued to question the use of Title I funds. Ms. Hoffman said at the recent Federal Programs Conference she asked the regional coordinator about the district losing Title I funds and then funding the programs with district funds. She asked that since the funds are reinstated can we now use those funds to support what is being done in the district sponsored Title I-like program. He indicated that he did not see a problem. Mr. Ballard still questioned the use of the funds and the interpretation at the federal level. Ms. Hoffman said the regional coordinator understood what had transpired. Dr. Ziolkowski said the same process is followed each and it is a matter of the district qualifying for the funds. The qualification is determined outside the district and the district may not qualify next year. Mr. Ballard said that he has heard stated in the Board Room by an administrator that the district is not actively seeking these funds and now Dr. Ziolkowski is saying that we preceded ahead. Ms. Hoffman said every year in April there is a list that comes out of PDE that simply indicates which districts qualify for Title I funds. The district does qualify this year and there was no application process. Mrs. Thompson concluded that the Board needs to decide whether or not it is going to accept Title I funds. Mrs. Thomas said it seemed like the administration wants to accept the funds. Dr. Ziolkowski responded affirmatively. Mrs. Thompson summarized that by accepting the funds it would not make a difference next year. The potential is in following years. Mr. Earnshaw felt that the state could change the rules during the school year after the district has accepted the funds. Mr. Ballard said there are people who have a different legal opinion on the sanctions. Mr. Richwine said the Board is only approving the preliminary expenditures and the millage this evening and whether or not Title I funds are accepted is not affected by approving the budget. He asked how the Board should handle accepting the funds and questioned if it is separate from the budget. Solicitor Fisher said this is a preliminary budget. Ms. Hoffman stated that there needs to be Board approval to accept any federal money because the application must be submitted by June 30. Ms. Kowalchuk pointed out that if an application needs to be filed then the staff will need some lead time because the final budget approval would be June 26. Mr. Earnshaw said these issues have not been decided in a Court of Law but he was concerned about accepting Title I funds because of the sanctions. Mrs. Thompson said when the Board has postponed making a decision it has not achieved the results it wanted so she would suggest not postponing any more.

Mr. Robert introduced the following motion:

Motion by Robert, Seconded by Kowalchuk

RESOLVED, That the East Penn Board of School Directors direct the administration to apply for the \$141,000 for Title I funds.

Ms. Gannon pointed out that there was already a motion on the table. Solicitor Fisher pointed out that the motion on the floor already included the Title I funds. Mr. Robert withdrew the motion.

Mrs. Thompson polled the Board and asked how many were in favor of accepting the Title I funds. By a show of hands, five members indicated that they were in favor of accepting the funds.

Mr. Robert indicated that the amount in the budgetary reserve is less than 5% and is not in accordance with Board Policy. Mr. Robert suggested that the budgetary reserve be raised to make it equal to 5%. Mr. Reigal said the process is to prepare the tentative budget and set that 5% and do not continually take 5%.. The appropriation number can be changed if it is the Board's desire. Referring to legislative shenanigans, Mr. Ballard cautioned against the capital reserve fund and the undesignated funds being subject to legislative action. Mr. Earnshaw did not think there was a huge amount in the fund balance. Mr. Robert wanted to amend the motion on the floor to increase the budget amount. Mr. Reigal indicated this would be \$99,872,119. Ms. Gannon did not see a need to make the change and would not support the change. Mr. Earnshaw concurred with Ms. Gannon. Ms. Fuller felt the 5% budgetary reserve was a good idea and she would support the motion. Ms. Gannon called the question.

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors adopt the tentative 2006-07 budget in the amount of \$99,872,119 with the following tax levies:

39.16 mills on the assessed valuation of real estate  
1/2% (.005) Act 511 Earned Income Tax

1% Act 511 Real Estate Transfer Tax

be it further

RESOLVED, That the Senior Citizens Real Estate Tax Rebate Program be continued for the 2006-07 year.

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

Aye: Ballard, Fuller, Kowalchuk, Richwine, Robert, Thomas-----6

Nay: Earnshaw, Gannon, Thompson-----3

Mrs. Thompson pointed out that the Senior Citizens Real Estate Tax Rebate Program was being continued. Mr. Reigal said at the next board meeting he would report on the amount and number of rebates. The deadline for filing is June 30, 2006. The guidelines are identical to the state levels and a taxpayer can receive a maximum of \$500. Mr. Ballard said the East Penn School District has delivered property tax relief over the past three years, unlike the Legislature. Mrs. Thompson added that under the legislative plan, taxpayers would not have received as much as the district's rebate.

6. Report of the Substitute Superintendent of Schools-Dr. George Ziolkowski

1. Personnel

Motion by Robert, Seconded by Earnshaw

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

Retirements/Resignations

-Joann Bedics, Remedial Assistant at Lincoln School, effective June 1, 2006  
(Exhibit 1)

-John Hartzog, Mathematics Teacher at Eyer MS, effective June 15, 2006  
(Exhibit 2)

-Gretchen Krasley, Grade 1 Teacher at Alburtis School, effective June 15, 2006  
(Exhibit 3)

-Susan Lutick, Art Teacher at Emmaus HS, effective June 15, 2006 (Exhibit 4)

-JoAnn Oleksa, Grade 5 Teacher at Wescosville School, effective June 15, 2006  
(Exhibit 5)

-Chika Acholonu, Teacher Aide at LMMS, effective May 12, 2006 (Exhibit 6)

-Jo-Anne Hamm, Teacher Aide at Lincoln School, effective June 15, 2006  
(Exhibit 7)

Dr. Ziolkowski and Mr. Richwine commented on the experience level of the teachers who are retiring. Mr. Richwine noted that two of his daughters had Mr. Hartzog and, although he did not have personal experience with Miss Oleksa, he had heard very favorable comments about her as well.

Compensated Professional Leave

Employee: Virginia Delph  
Latin Teacher, Emmaus HS  
Effective: 2006-07 School Term, First Semester  
Purpose: Graduate Work at Stanford University  
Reference: Board Policy 438.1, Compensated Professional Leave

Leave as Per Collective Bargaining Agreement

Employee: Tara Desiderio  
Kindergarten, Macungie School  
Effective: May 11, 2006

### Extended School Year Program

#### Teachers

Employees: Eileen Crompton, Lori King, Michelle Hoffman, Scott Ware  
Effective: June 26-August 3, 2006, 10 hrs./wk.

#### Speech Teachers

Employee: Maria Smith, Amy Christoff  
Effective: June 26-August 3, 2006, 35 hrs./wk.

#### Teacher Aides

Employees: Jane Kressley; Michaeline Ryan; Janet Joy; Wendy Crossley  
Effective: June 26-August 3, 2006, 12 hrs./wk.

### Summer Fitness Program

Teachers: Doug Povilaitis, Justen Reiss, Maureen Welsh, Marissa Rotz,  
Kathy Kline  
LPN: Karen Hefflefinger  
Other: Kevin Hollschnadner, Orthopedic Associates of Allentown

### Addition to the 2005-06 Per Diem Substitute List

Mary O'Brien, Food Services Department

Mary Ogden, Health/PE  
Stephanie Ficco, Teacher Aide  
Stephanie Ott, Teacher Aide  
Connie Snyder, Teacher Aide

### Co-Curricular Advisor

Brian Parish                      Skateboarding Club                      Volunteer

### Summer Maintenance Program – Exhibit 8

### Educational Conferences – Exhibit 9

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 9.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

2. Agreement with Dr. Alrita L. Morgan, Superintendent of Schools; Agreement with Dr. George A. Ziolkowski, Substitute Superintendent of Schools

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve an Agreement with Dr. Alrita L. Morgan, Superintendent of Schools; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve an Agreement with Dr. George A. Ziolkowski, Substitute Superintendent of Schools

Mrs. Thompson said that the Board has been pleased that Dr. Ziolkowski has been able to substitute for Dr. Morgan this past year. Dr. Morgan has not been able to be actively with the district and so this agreement deals with the situation.

These resolutions were duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

6. Facilities

1. Approval of EnviraHealth Agreement – Exhibit 10

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the Agreement with EnviraHealth, 900 West State Street, Coopersburg, PA at a cost not to exceed \$10,000.

Note: This continues the proactive microbial testing district wide (minimum of 60 samples) enhancing the district's Indoor Air Quality Testing Program.

Eyer MS Asbestos Abatement Letter of Withdrawal; Bid Award

RESOLVED, That the East Penn Board of School Directors accept the Letter of Withdrawal from Alicon Environmental, Inc., Clarks Summit, PA for the Eyer MS Asbestos Abatement; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve Asbestos and Lead Abatement Services, Inc., Boyertown, PA for phase 1 summer 2006 asbestos abatement for the Eyer MS project at a cost of \$13,677.00.

Eyer MS Project – PLANCON F, Post-Bid Opening Notification (Exhibit 11)

RESOLVED, That the East Penn Board of School Directors approve PLANCON F, Attachment C, Post-Bid Opening Notification to the PA Department of Education.

In answer to a question about the Eyer asbestos abatement from Ms. Kowalchuk, Mr. Reigal said it was not included in the prime contracts awarded the other evening; however, it was included in the total project cost.

These resolutions were duly adopted by the following roll call vote:  
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

7. Education

-First Reading: Textbooks for Adoption (Exhibit 12)

These materials are available for review in the Curriculum Library until Friday, May 26. A recommendation for adoption will be presented at the June 12 Board Meeting.

8. Business Operations

1. Bill List Approval

Motion by, Seconded by

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

Construction Fund Payments (Exhibit 13)

RESOLVED, That the East Penn Board of School Directors authorize payment from the GOB 2003 Bond Issue for the items listed on Exhibit 13.

Bid Award – Art Supplies (Exhibit 14)

RESOLVED, That the East Penn Board of School Directors award the contracts for art supplies to the successful bidders listed on Exhibit 14.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

The Board recessed at 8:47 p.m. and reconvened at 8:55 p.m.

9. Legislative

C. H. Ballard

Mr. Ballard explained that last week it seemed inevitable that SSHB 39 would be approved by the House. PSBA scheduled webinars and a fourteen-city tour to keep board members informed of the new requirements. However, the House of Representatives adjourned until June 5 without taking a vote on the SSHB 39 conference committee report. Using a series of slides from PSBA, Mr. Ballard reviewed the time lines, advertising guidelines, the exceptions, and the implications of this legislation. Mr. Ballard wanted to demonstrate the level of complexity of what the Legislature was trying to do before the May primary. All the rest of the webinars were cancelled as well as the regional workshop tour. Mr. Ballard indicated that the bill is over 100 pages and is just as bad as Act 72. Mrs. Thompson said there was another provision for paying taxes in installment payments. Mr. Ballard added that there was also a provision to renegotiate the rates with the tax collectors. Dr. Ziolkowski asked if the exception on special education was going to have a limit. Mr. Ballard explained how PDE would have to approve the exception. Ms. Fuller said that when the Legislature reconvenes in June the major thrust will be to approve the state budget. Mr. Richwine noted that one of the Republican leaders was not in Harrisburg and it was felt that he may have been able to do something if he had been present.

10. Board Sharing

Mrs. Thompson announced that Board Member Susan Kowalchuk has been appointed to the Open Space Committee that is a group being formed as a subcommittee under the Joint Environmental Advisory Committee of Emmaus Borough and Upper Milford Township. Ms. Kowalchuk said she would forward a copy of the Regional Open Space Priorities Report to Board Secretary Cecilia Birdsell who will disseminate it to the rest of the Board.

Mrs. Thompson reported that the Board was considering a Goal-Setting Retreat with Dr. Ziolkowski and members of the Central Office staff. Miss Birdsell will be polling the board members for dates when they would be available as well as facilitator availability.

Ms. Fuller reported on a meeting that she and Mrs. Thompson had with Michael Brewer, the Director of Facilities at Muhlenberg College, to speak with him about modular construction. Ms. Fuller said this came about as she was considering costs and time lines for construction. She explained that this construction is done for hotels and has been done with college dormitories. She distributed the information that was available. An architect coordinated the design with the modular construction company. Mrs. Thompson also indicated that most of the work is done off site. This type of construction has been used for

Middlesex Community College in Bedford, MA and for a dormitory at Yale University in New Haven, CT. Ms. Fuller acknowledged that private school entities were much different than a public school district that must work with the restrictions and regulations required by PDE. Mr. Earnshaw felt it was something to explore with PDE. Ms. Kowalchuk indicated that she thought there had been a modular construction firm represented at the PSBA Conference last fall. It was noted that there is steel and concrete construction and the building has a lifespan of at least 50 years. Dr. Ziolkowski said he would make contact with PDE regarding the Plancon process and the reimbursement rate. Mr. Ballard also said there are building codes and Labor and Industry standards to follow. Ms. Gannon pointed out that the new science wing at Muhlenberg is being done by traditional construction. She questioned the use of modular construction for dormitories vs. specialized classroom areas. Mrs. Thompson said that the Board is looking at a variety of options and ways not to spend a lot of money but still be able to do things more quickly. Mr. Robert said architects with modular construction experience are probably different from the architects with more traditional construction experience. He thought an elementary school would more likely be the type of school building for this type of construction. Ms. Fuller said an RFP could be developed and issued for qualified architects.

Mr. Richwine reported on Learning Center Programs that are offered in Freehold, New Jersey. There are five different high schools involved in the various learning centers. He submitted a copy of the information to be distributed to board members. Mrs. Thomas brought up the idea of a partnership with another district (Parkland) for a high school. Mr. Earnshaw said some of the challenges make it unworkable from a curriculum perspective, funding, and transportation. He said the logistics are very involved. Mrs. Thompson said she had discussed this with Parkland representatives and did not receive a great deal of support. Dr. Ziolkowski was directed to have a conversation with Dr. Donohue about the suggestion from Mrs. Thomas.

Ms. Kowalchuk announced that Representative Grucela was meeting with a group of East Penn residents to discuss House Bill 2550 and Educational Impact Fees. The meeting will be held at the Macungie Institute on May 15 at 12:30 p.m.. Mr. Ballard said right now the discussions are around Townships getting the fees and what is needed is for the school districts to get the fees.

Mrs. Thompson talked about having a review at the end of the meeting to be sure the administration understands any directions that have been assigned during the meeting. Mr. Earnshaw indicated that he would like to see full board consensus on a direction before it is initiated. He cited the direction that was given to talk to Dr. Donohue about a high school partnership.

#### 11. Announcements

Monday, May 8	6:30 p.m.-Executive Session (Personnel; Real Estate) 7:30 p.m.-Board Meeting
Wednesday, May 10	7:30 p.m.-LMMS Spring Choral Concert-Auditorium 7:00 p.m.-Open House, Macungie School
Thursday, May 11	7:00 p.m.-EHS Wind Ensemble & Symphonic Band Concerts, Auditorium 7:30 p.m.-Spring Choral Concert, Lincoln 7:30 p.m.-LMMS Spring Choral Concert, Auditorium
Friday, May 12	7:30 p.m.-Jefferson 5th Grade Spring Concert EHS Senior Ball
Monday, May 15	7:00 p.m.-Policy Committee, Board Room
Tuesday, May 16	Election Day
Wednesday, May 17	7:00 p.m.-Wescosville Spring Concert 7:00 p.m.-Open House, Lincoln
Thursday, May 18	7:30 p.m.-EHS Spring Choral Concert, Auditorium
Friday, May 19	9:00 a.m.-Volunteer Recognition Brunch, LMMS Cafeteria 5:30 p.m.-Alburtis Spring Festival
Monday, May 22	7:30 p.m.-Board Meeting, Board Room
May 23 & June 6	7:00-8:30 p.m.-Internet Safety & Cyberbullying: What Parents Need to Know, Eyer MS

#### 12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:45 p.m.

Cecilia R. Birdsell  
Board Secretary



## Order of Business

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

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

Board Members present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk,  
T. Richwine, M. Robert, V. Thomas, A. Thompson  
Solicitor: Marc S. Fisher, Esq., Worth, Magee, & Fisher  
Board Secretary: Cecilia R. Birdsell  
Treasurer: Gary Reigal  
Substitute Superintendent of Schools: Dr. George A. Ziolkowski  
Press Present: Loretta Fenstermacher, East Penn Press Reporter  
Ron Devlin, Morning Call Reporter

Mrs. Thompson thanked Emmaus HS Principal Liz Drake and Activities Director Dennis Ramella for a very efficient and serious graduation ceremony yesterday.

### 2. Requests to Address the Board

William Ehrlich, 4572 Belmont Drive, Emmaus encouraged the Board to purchase additional land for a future high school and/or middle school.

Risa Donegan, 9 Coach Street, Macungie suggested that the Board reconsider the plan and build a high school first instead of an elementary school. She thanked Ms. Arnold, Ms. Cortez and Mr. Denmead in the Music Department. She also thanked Mr. Morgan, and Mr. and Mrs. O'Connor.

### 3. Approval of Minutes

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the minutes of the May 22, 2006 Board Meeting.

This resolution was unanimously adopted by voice vote.

### 4. Authorization to Apply for Federal Funds

Motion by Robert, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors authorize the administration to apply for federal funds under Title I, Title II, Title III, and Title V.

Title I: Federally funded supplemental education program that provides financial assistance to local educational agencies to improve educational opportunities for educationally deprived children.

Title II: Federally funded supplemental education program that provides financial assistance to improve the skills of teachers and the quality of instruction in core academic subjects in public elementary and secondary schools.

Title III: Language Instruction for Limited English Proficient and Immigrant Students.

Title V: Federally funded supplemental education program that provides financial assistance to state and local educational agencies in the areas of educational reform and effective schools.

Mr. Earnshaw presented the following amendment:

Motion by Earnshaw, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors remove Title I from the resolution; and that the East Penn Board of School Directors authorize the administration to apply for federal funds under Title II, Title III, and Title V.

Title II: Federally funded supplemental education program that provides financial assistance to improve the skills of teachers and the quality of instruction in core academic subjects in public elementary and secondary schools.

Title III: Language Instruction for Limited English Proficient and Immigrant Students.

Title V: Federally funded supplemental education program that provides financial assistance to state and local educational agencies in the areas of educational reform and effective schools.

Mr. Earnshaw explained that he felt that the potential sanctions for Title I could put the district at risk. He did not feel that the responses that had been received from government officials were definitive enough to keep the district from being subject to sanctions. In response to a question from Ms. Fuller, Mr. Reigal responded that the Title I funds amounted to approximately \$141,000 in a 99 million dollar budget.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Thomas, Thompson---8

Nay: Robert-----1

Mr. Robert made a motion to include authorization for Title I.

Motion by Robert, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors authorize the administration to apply for federal funds under Title I.

Mr. Ballard said he was concerned about Title I funds being used for other than a Title I School. Mr. Robert asked if there are Title I funds being used at other than a Title I school. Dr. Ziolkowski indicated that 10% of the funds would have to be set aside for the high school. Approximately \$14,000 would be used at the high school because it is in school improvement.

This resolution was defeated by the following roll call vote:

Nay: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Thompson-----7

Aye: Robert, Thomas-----2

5. Approval of the Sungard Pentamation Inc. Contract (Student Management System)-Exhibit 1

Motion by Ballard, Seconded by Thomas

RESOLVED, That the East Penn Board of School Directors authorize the administration to enter into a contract with Sungard Pentamation Inc. as described in Exhibit 1.

Dr. Ziolkowski said that the administration was prepared to answer any questions, noting this had been discussed previously. This is an upgrade to the current system and will allow the staff to have more access to applications that they have requested in compiling reports for analysis. Two other systems were reviewed by staff; however, Pentamation is the system of choice. This is a budgeted expense. Mr. Robert asked if the system could handle the PASecureID system and he was told it is part of the regulatory software. Mr. Ballard said there was a certain amount of reticence on the part of the Board because of past experience. Dr. Ziolkowski responded that looking at the other systems this was the best system. They looked at systems used within Lehigh County. Mr. Ballard said one of the previous problems was defining who was responsible for the success of the project. He asked if a project manager had been designated. Dr. Ziolkowski said the management of the project will have to be between the Superintendent's Office and the IT Director's Office. Mr. Ballard asked what type of controls would be in place. Dr. Ziolkowski said there must be viable, realistic time lines, the necessary training, and confirming with Pentamation what is and is not included. Mr. Ballard suggested that people sign off on specific check points. Dr. Ziolkowski said the last time there were expectations about the system that could not be delivered. It is very important that people at every level know the expectations. Ms. Gannon asked about the implementation time line. Dr. Ziolkowski said full implementation is scheduled for the Fall of 2007; however, some schedules will be available next spring. There will be a concurrent system but there will be some limitations. Ms. Milliken said during the transition period there will be a concurrent system that will be read only. Data will not be able to be entered, only read. Ms. Gannon said she had a lot of concern for the staff who had a lot of trauma with the last implementation. Ms. Gannon expressed concern about the conversion of gpa and hoped that it would all run smoothly. Dr. Ziolkowski said he was very involved in the previous gpa issue, adding there was as much human error as there was system error. He said part of it was in the training and the conversion created many problems because of the individual nature of the input. Ms. Gannon talked about some of the unusual circumstances and she expressed her concern about moving ahead with this system. Dr. Ziolkowski pointed out that this upgrade will include many features that staff members have requested. He concluded that the district needs to move ahead with the system. Ms. Kowalchuk asked if there would be trial runs so that by the fall of 2007 high school schedules and transcripts are correct. Dr. Ziolkowski said there could be trial runs but he felt there would be a greater comfort level in training. He noted that the training took place four years ago so it is time to upgrade. Mr. Earnshaw asked if the Pentamation system was used for elementary report cards and was it going to be the system used throughout the district. Ms. Milliken talked about the evolution of the elementary report card that was a custom design but could be converted to eSchoolPlus, pointing out that the decision has not been made to do this. She noted that elementary attendance records are part of the Pentamation system. Mr. Earnshaw said he has lingering concerns about Pentamation. He stated that if this system fails there will be severe implications from some members of the Board in terms of performance reviews, comments, and it

will not be welcome news. He said the Board needs to know who will be responsible for this system in terms of performance evaluations, merit pay increases and everything else that goes with it. This needs to be a top priority for whoever it is assigned to. He said he did not want to have this conversation in 2007. Mr. Robert requested that the transcripts for the Class of 2008 be printed out in the current and new system and a comparison be made to be sure that they are consistent. Ms. Milliken indicated this could be done. Mrs. Thompson said there were problems in the past and she fully concurs that people need to be held accountable so we are not making the same mistakes again. She said the last time the Board was not apprised of the many problems that were experienced until citizens started contacting board members. Since November, Dr. Ziolkowski felt he was dealing with both the good news and the bad news.

This resolution was adopted by the following roll call vote:

Aye: Ballard, Earnshaw, Fuller, Kowalchuk, Richwine, Robert, Thomas, Thompson----8

Nay: Gannon-----1

6. Final Adoption of 2006-07 Budget

Motion by Thomas, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors, adopt the 2006-07 Budget that was tentatively adopted on May 8, 2006 and revised, and;

be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of Pennsylvania, hereby authorize expenditures totaling \$99,872,119 as set forth therein; and,

be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 39.16 mills per dollar of assessed valuation on real estate, and the following taxes be levied under Act 511:

A one-half (.5%) earned income tax, and

A one (1.0%) real estate transfer tax

and

That the Senior Citizens Real Estate Tax Rebate Program be continued for the 2006-07 year.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,

Thompson-----9

Board members thanked Dr. Ziolkowski and Mr. Reigal for their budget preparation and analysis.

7. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by Ballard, Seconded by Gannon

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

Resignations

-Dave Domchek, Assistant Principal at Emmaus HS, effective June 30, 2006 (Exhibit 2)

-Alana Cross, Grade 2 Teacher at Shoemaker School, effective immediately (Exhibit 3)

-Maureen Leitzel, Reading Seminar Teacher at Eyer MS, effective immediately (Exhibit 4)

-Stephanie Mann, Special Education Teacher at Emmaus High School, effective immediately (Exhibit 5)

-Erin Marks, Music Teacher at Eyer MS, effective immediately (Exhibit 6)

-Tara Dawson, Teacher Aide at Albutis School, effective June 6, 2006 (Exhibit 7)

-Lois Haberstumpf, Teacher Aide at Eyer MS, effective June 14, 2006 (Exhibit 8)

-Jill Siegfried-Cramer, Teacher Aide at Shoemaker School, effective immediately (Exhibit 9)

-Yvonne Walls, Food Services Department, effective June 9, 2006 (Exhibit 10)

-Colleen Bruen, Special Education Teacher at Macungie School, effective immediately

Requests for General Leaves of Absence – 2006-07

<u>Employee</u>	<u>Location/Grade/Subject</u>
Melanie Bosse	LMMS, Grade 6
Lisa Goehler	Alburtis, Grade 3
Paula Fehlinger	Wescosville, Grade 1
Kathryn Hillegass	LMMS, Special Education
Kristine Yessen	Shoemaker, Kindergarten
Christine Callahan	Wescosville, Grade 5, effective 1 year beginning March 6, 2006

Transfer

Employee: Sallie DeLong  
From: Administrative Assistant, Curriculum & Instruction  
To: Administrative Assistant, Assistant Superintendent for Initiatives & Evaluation

2006-07 Professional Staff Transfers (See Exhibit 11)

2006-07 Department Chairs (See Exhibit 12)

Appointment of Professional Employee

Name/Address: Diana Coleman  
3506 Knerr Drive, Macungie 18062  
Education Level: B. S. Degree (1996)  
M. Ed. Degree (2002)  
Undergraduate School: Lock Haven University  
Graduate School: Holy Family University  
Certification: Instructional II, Ment and/or Phys. Hand  
Assignment: Special Education, Macungie School  
Vacancy created by resignation of C. Bruen  
Effective: 2006-07 School Year  
Experience: 9/96-6/04: Pennsbury SD  
9/05-Present: East Penn SD  
Salary: \$49,900 (Step G, Year 7, Col. M)

Appointment of Temporary Professional Employees

Name/Address: Sarah Davis  
3106 Daniel Drive, Sinking Spring 19608  
Education Level: B. S. Degree (2005)  
Undergraduate School: Penn State University  
Certification: Instructional I, Music K-12  
Assignment: Music, Eyer MS  
Vacancy created by resignation of E. Marks  
Effective: 2006-07 School Year  
Experience: 1/06-Present: East Penn SD  
Salary: \$40,600 (Step B, Year 2, Col. B)

Name/Address: Amanda Heller  
7333 East Hillcrest Lane, Slatington 18080  
Education Level: B. S. Degree (2004)  
Undergraduate School: Penn State University  
Certification: Instructional I, Elementary K-6  
Assignment: Grade 2, Shoemaker School  
Vacancy created by resignation of A. Cross  
Effective: 2006-07 School Year  
Experience: 11/05-Present: East Penn SD  
Salary: \$40,600 (Step B, Year 2, Col. B)

Name/Address: Jacqueline Swauger  
1629 W. Congress Street, Allentown 18102  
Education Level: B. S. Degree (1997)

Undergraduate School:	Kutztown University
Certification:	Instructional I, Elementary K-6, Reading Specialist
Assignment:	Reading Seminar, Grade 8, Eyer MS Vacancy created by M. Leitzel resignation
Effective:	2006-07 School Year
Experience:	1/05-Present: East Penn SD 9/00-6/01: Salisbury SD 0/01-1/05: Discovery Pre-School
Salary:	\$41,100 (Step C, Year 3, Col. B)
Name/Address:	Ellen Martin 1080K Cold Stream Circle, Emmaus
Education Level:	B. S. Degree (2005)
Undergraduate School:	Shippensburg University
Certification:	Instructional I, Elementary K-6, Middle Level Citizenship 7-9
Assignment:	Kindergarten, Lower Macungie ES Vacancy created by resignation of N. Schock
Effective:	2006-07 School Year
Experience:	9/05-Present: East Penn SD (per diem substitute)
Salary:	\$40,100 (Step A, Year 1, Col. B)

#### Full-Time Substitute Teacher Appointments

Name/Address:	Erin Lichtenwalner 5037 Oakland Road, Coplay 18037
Education Level:	B. A. Degree (2006)
Undergraduate School:	Marywood University
Certification:	Instructional I, Family Consumer Science K-12
Assignment:	Family & Consumer Science, Emmaus HS Opening created by A. Beal leave
Effective:	2006-07 School Year
Experience:	1/06-6/06: Stroudsburg Area SD
Salary:	\$40,100 (Step A, Year 1, Col. B)
Name/Address:	Jennifer Corona 3202 Vermont Street, Easton 18045
Education Level:	B. S. Degree (2004)
Undergraduate School:	Kutztown University
Certification:	Instructional I, Elementary K-6
Assignment:	Grade 6, LMMS Opening created by M. Bosse leave
Effective:	2006-07 School Year
Experience:	2/15/05-Present: East Penn SD
Salary:	\$41,100 (Step C, Year 3, Col. B)

#### 2006-07 Per Diem Substitute List

Patricia Kehs, Food Services Department

#### Jump Start Program – July 31-August 17, 2006

Stipend: 12 days - 3 hours/day @ \$31.00/hr.

Stephanie Schwab, Mathematics  
John Dremick, Study Skills  
Lisa Insinger, Language Arts

#### Additions to Summer Maintenance

New (\$6.90/hour):	Ryan Hinkle	Steven Coakley
Former (\$7.45/hour):	Eric Muschock	Jeffrey Obelcz

#### Summer Employees – IT Department

Returning:	William Burroughs, Jeffrey Dowgala, Thomas Johnson
New:	Rebecca Witmer

Educational Conferences – Exhibit 13

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 13.

Retirements

-Dennis Murphy, Principal of Shoemaker School, effective June 29, 2006, under Board Policy 350.1, Retention Incentive Program, with insurance coverage provisions only. (Exhibit 10A)

-Donna Henry, Special Education Teacher, change from resignation to retirement, effective June 15, 2006

2005-06 Elementary Jumpstart Summer Program (Exhibit 13 A)

2006 Summer School Middle Level Program

Rick Frederick, Grade 6  
Denine Williams, Mathematics  
Carol Walrod, Language Arts  
David Bosse, Social Studies

Abolition of School Police Officer Position (Exhibit 14)

RESOLVED, That the East Penn Board of School Directors abolish the position of school police officer effective the close of business June 30, 2006.

Acceptance of Gifts, Grants, and Funds

RESOLVED, That, in accordance with Board Policy 702, Gifts, Grants, and Funds, the East Penn Board of School Directors accept the following monetary gifts for the purposes stated:

-\$3,000 gift from the Hoang-Nakada Donor Advised Fund. This gift has been earmarked for support for the Emmaus High School American Computer Science League team.

-\$35,000 from the Lincoln Parent Teacher Organization. This gift is being presented for the purchase and installation of new playground equipment. The equipment will be supplied and installed by Boyce Associates of Trexlertown.

Dr. Ziolkowski indicated that there are 58 positions that the administration will be trying to fill this summer, including 2 principals and 2 assistant principals. The security officer position is being terminated because of a different security structure.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert,  
Thomas, Thompson-----9

8. Education

1. Textbook Adoption – Exhibit 15

Motion by Earnshaw, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the adoption of the textbooks listed on Exhibit 15 for use in the East Penn School District.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,  
Thompson-----9

2. Drop-Out Report – Dr. Denise Torma, Assistant Superintendent for Initiatives & Evaluation

Dr. Denise Torma, Assistant Superintendent for Initiatives and Evaluation, reviewed the attached report on East Penn SD dropouts. She reviewed the percentages and numbers from 2001-02 to 2004-05 in the categories of Economically Disadvantaged, Special Education, and English Language Learners. Also included were statistics for

students in the various programs (General, Academic or CP, Vocational-Technical and Exceptional) offered at the high school. The general program has the highest number of dropouts. Some of the reasons that are given for dropping out include Drug & Alcohol Possession; academic problems, behavior problems, dislike of school, child, married, pregnant, wanted to work, runaway or expelled, attendance; incarceration; and mental health. Dr. Torma indicated that overall the dropout rate has decreased in the last two years. Mr. Earnshaw asked if the numbers could be shown as percentages. Mr. Ballard asked what is the difference between exceptional and special education. Dr. Torma said she would have that clarified. Ms. Kowalchuk noted that the information shows totals for Grades 9-12 and asked if there was any analysis to show the numbers in each grade level. Dr. Torma noted that this information has been included in previous reports but the highest level of dropouts is usually at Grades 11 & 12. In answer to a question from Mr. Robert, Dr. Ziolkowski indicated that the dropout percentage is done on the longitudinal completion rate and it is used by PA in a formula that ascertains the percentage of drop outs. Dr. Torma said the formula was developed by the National Center for Educational Statistics. Dr. Ziolkowski said the comparison is very dramatic from state to state.

Dr. Torma then reviewed the programs that are in place to help students remain in school. The Student Assistance Program is not a treatment program but is a process using techniques to mobilize school resources to remove barriers. The Diversified Career Occupations program is designed to allow grade 12 students to work half-days and attend EHS for the other half of the day. It is a program arranged through LCTI. The PSSA Remediation Program works with students in grades 9-11 who did not meet proficiency levels. The focus is on small classes. There is also a PSSA Remediation Program for IEP students. An alternative school that provides students with academics and counseling is the Community Service Foundation located in Bethlehem. The program is currently serving 4 students. The Career Academy Program is offered by Lehigh Career & Technical Institute and is offered as an alternative program for at-risk students to receive a high school diploma and work toward a career goal. Last summer 221 students attended Summer School that also offered an expanded program for accelerated courses in some of the required graduation courses, such as swimming and health. No students failed. For students who are experiencing a variety of difficulties during the school day, a compressed schedule is offered. Students come to school for their academic subjects and leave upon the completion of the schedule. The Jump Start Program is being offered for approximately 30 students transitioning from 8th to 9th grade who have been identified by their 8th grade teachers as at-risk. Their progress in 9th grade will be monitored closely next year. The Alternative Education Program will be provided for at least 15 students identified as at-risk in 9th, 10th, and 11th grade. The school will operate from 3-7 p.m., five days a week. They will be recommended by their guidance counselors and assistant principals to attend an alternative education program that will take place after regular school hours in the high school. Currently, a logic model is being developed for this program.

Mrs. Thomas asked about the Diversified Occupations Program. Mrs. Drake said there are actually a number of juniors who are also involved in this program. Mrs. Thomas asked if they graduate within the four years. Mrs. Drake responded that the credits do allow them to graduate on time. Ms. Gannon applauded the expanded Summer School Program that allows students to take enrichment courses as well as fulfill some graduation requirements. Ms. Gannon asked how the PSSA tests will be administered in the Alternative Education Program. Supervisor of High School Special Education Ron DeIaco indicated the PSSA test will be given in the evening. Mrs. Drake felt that the smaller group better fits the needs of the students and it will help students taking the PSSA. Referring to the Jump Start Program, Ms. Kowalchuk asked if the students in the program will be monitored and supported. Mrs. Drake said each of the students attending will be closely linked with their guidance counselors and teachers in the program are going to be critical role in touching base with the students. Ms. Kowalchuk asked if there are predictors to alert the administration to at risk students. Mrs. Drake indicated that some of the identifying factors include students who are struggling academically, students who dislike school, and attendance problems. Dr. Ziolkowski talked about Teen Screen that was implemented this year looks at mental health issues. Mrs. Linda DeIvernois, Director of Secondary Education, explained that the process actually begins at the elementary level and continues into the middle level, not just at the high school level. Ms. Kowalchuk asked if there is a procedure for students to transition into the regular program from the Alternative Education Program. Mr. DeIaco said some of the students will remain in the program until they graduate; however, others will transition quickly back into the mainstream education. Dr. Ziolkowski said another dimension is to invite back students who have already dropped out.

Mr. Earnshaw commended the staff for the variety of programs offered. He asked how many students were served by the compressed schedule. Mrs. Drake responded that this year there were four to five students. The program is offered on an as needed basis. There are also two students who are coming back to school period by period. The aim is to come up with creative ideas to meet the needs of individual students. Dr. Ziolkowski indicated there are a number of compressed schedules for special education students. Mr. Earnshaw asked if 15 students are enough for the Alternative Education Program. Mr. DeIaco said they are setting up criteria for entrance into the program by working with the guidance counselors and principals. Dr. Ziolkowski felt the program will grow, noting the middle school principals have expressed an interest as well. The Salisbury School District and the Southern Lehigh School District have also indicated an interest in the Alternative Education Program. Ms. Fuller asked how the program will be staffed. Mr. DeIaco said the plan is to have staff members who are willing to teach in the evening. They would work one evening during the week. He said there has been a very good response. Mrs. Drake said there will also be one administrator and a guidance counselor available who will work a different shift. The program will be conducted in the new technology area and technology will be highly involved. Cafeteria service will be available as well as transportation. Dr. Ziolkowski said Mr. DeIaco has worked with this program in a previous district. Mr. Richwine said he was very supportive of the program. He asked how it will be decided if changes are needed and he would like to see a summary of the program once it is operating. Dr. Torma said benchmarks will be set up and there will be a formal evaluation of the program. Mr. Richwine

asked if there were grants available for this type of program. Mr. DeIaco said the district has received a \$2,000 grant from the state and they will be applying for other grant money. Walmart has also contributed \$1,000 for the program. Mr. Richwine asked if strategies that work in this program could be used in the regular education program. Mr. DeIaco there will be about ten teachers working on this program and it is hoped their techniques, if successful, can filter down to the regular education program. Mrs. Drake talked about Classrooms for the Future and other initiatives that recognize there are other ways to deliver the education program. Mrs. Drake noted that Mrs. DeIvernois and Ms. Milliken are working on that grant now. Mrs. DeIvernois said Project 720 is a competitive grant that is being prepared for submission. She also noted that professional development includes best practices as well. Mr. Robert thanked them for the presentation and encouraged the staff to keep working on other opportunities. He commented on the addition of the Home and School Visitor and continuing to identify at risk students through all twelve grades. Mrs. Thompson said she appreciated their innovative ideas and asked if this was replacing the Triad Program. Mrs. Drake indicated that the Triad Program was not meeting the needs of the students. She indicated that there is an in-school suspension program that has ten slots and it does meet the needs. Dr. Ziolkowski said there are other community programs as well.

The Board recessed at 9:15 p.m. and reconvened at 9:25 p.m.

9. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

1. Ballots – Election of IU Board Members

Mr. Richwine reminded board members to submit their election ballots for the IU Board to the Board Secretary who will forward them to the IU.

-Lehigh Career & Technical Institute

F. Fuller

T. Richwine  
V. Thomas  
A. Thompson

Ms. Fuller reported that the JOC had the opportunity to meet with students and hear about the various awards that they had received in state competitions. She commented that Emmaus High School was well represented. The LCTI enrollments continue to go up, noting that there are 18 Emmaus HS students for the full time program. In the Fall of 2005 for the half-time program, there were 236 students and that had increased to 284 students by the end of the year. The school construction is on schedule and there will be open houses during August.

10. Facilities

1. Bid Opening Report – Stair Tread & Landings; Classroom Tile/Entranceway Matting, Replacement of Portions of Chilled Water Piping at EHS – Exhibit 16

2. Notice of Intent to Award Bids – Chilled Water Piping – EHS

Motion by Robert, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the Notice of Intent to Award Contracts for the bid received for replacement of portions of the chilled water piping at the Emmaus High School to Hoch Mechanical, Inc., Allentown, PA at a cost of \$80,218.00; and,

be it further

RESOLVED, That the Notice of Intent to Award Contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with the appropriate parties being authorized to sign the documents, submittal and approval of the required bonds, certificates of insurance, and the required documents from the contractors as specified in the bid instructions and materials, and execution of a contract as a required in the bid instructions and materials, all of the aforementioned being completed to the satisfaction of the solicitor.

Bid Awards – Stair Tread & Landings; Classroom Tile/Entrance Matting

RESOLVED, That the East Penn Board of School Directors approve the bid received for stair tread and landings at Lower Macungie Middle School with Owen M. Bastian, Inc. at a cost of \$12,953.00; and,

be it further



RESOLVED, That the East Penn Board of School Directors approve the bid received for classroom tile/entrance matting at Lincoln School with Owen M. Bastian, Inc. at a cost of \$24,997.00.

Note: The above bid does accept 1A Alternate which changes the hall tile from base bid Armstrong to Fritz tile as recommended by the Maintenance Office.

Moving and Storage Contract Amendment

RESOLVED, That the East Penn Board of School Directors approve an amendment of the contract with O'Brien's Moving Storage to reflect adjustments in hourly rates as outlined in their letter on December 27, 2005.

Construction Fund Payments – Exhibit 17

RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund and GOB 2003 Bond Issue as listed on Exhibit 17.

Approval of Plancon K: Project Refinancing (Exhibit 18)

RESOLVED, That the East Penn Board of School Directors approve Plancon K: Project Refinancing for General Obligation Bonds, Series of 2006.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

11. Policy

1. Interim Reading: Board Policy 239-Foreign Exchange Students (Exhibit 19)  
Board Policy 246-Student Wellness and East Penn School  
District Guidelines for Competitive Foods (Exhibit 20)

A recommendation for adoption will be presented at the June 26 Board Meeting.

12. Legislative – C. Ballard

Mr. Ballard updated the Board on the latest developments regarding tax reform legislation. The State House and Senate took no immediate action on the still unresolved special session property tax relief issue. Republican leaders in the House and Senate remain at odds about what course of action to pursue. There could still be a vote on HB 39. There is still another bill that would expand the state sales tax and increase the personal income tax. The feeling is that the Senate will turn that down because they are against raising any other taxes. On Thursday, PSBA will be proposing its own version of a property tax relief program. The details will be available on Thursday afternoon. The House Appropriations Committee approved and sent to the floor SB 884 which would impose restrictions on annual state spending. The bill was placed on the voting calendar but the House took no action before recessing for the primary. PSBA has requested that districts forward to them any program cuts or deferrals or any other steps taken to reduce costs. The House Rules Committee amended and approved SB 157. The bill amends the Local Tax Enabling Act with regard to the Emergency Municipal Services Tax. The Senate Agriculture and Rural Affairs Committee approved SB 1209 that would establish a program to award grants for the purpose of developing a Healthy Farms and Healthy Schools Program in kindergarten classes in public or private schools. Included in this bill is a list of state farmers who have agreed to supply food products from Pennsylvania farms; nutrition and agriculture education; training teachers and other educational staff on nutrition and agriculture education; the inclusion of parents, caregivers and community groups in educational activities; and field trips to farms or other direct agricultural educational experiences that teach children about sources of food and agriculture. Grant amounts would be limited to 75% of the amount necessary to develop the program, not to exceed \$15,000 annually per school.

Mr. Ballard asked board members to submit any legislative platform items to him so they can be included on the agenda. The items must be submitted to PSBA by July 17. Mrs. Thompson thanked Mr. Ballard for the time he spends on legislation.

13. Business Operations

1. Approval of Bill List

Motion by Robert, Seconded by Earnshaw

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

Food Service Contract Extension – Exhibit 21

RESOLVED, That the East Penn Board of School Directors approve an extension of the current contract with The Nutrition Group to provide food service management from July 1, 2006 to June 30, 2007; and,

be it further

RESOLVED, That the following review and approval by the Solicitor and appropriate district officials be authorized to affix their signatures thereto.

Note: The guaranteed return to the district for the 2006-07 year is \$73,777; last year the guaranteed return was \$100,442. This reduction is due to the uncertainty associated with the changes in state guidelines and the potential effect of ongoing construction projects in the district.

Mrs. Thompson complimented Doug DeIvernois and Aneita Sutton on the excellent job that the Nutrition Group does in providing food service for the district.

Contract Extensions – Exhibit 22

RESOLVED, That the East Penn Board of School Directors authorize the contract extensions as listed on Exhibit 22.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

14. Board Sharing

Mrs. Thompson indicated that she had received an invitation from LCCC President Don Snyder inviting the Board to go to LCCC for a meeting. It was suggested that the Goal Setting Workshop be held off campus and this may be a possible site. Board Secretary Cecilia Birdsell will contact LCCC. Mr. Robert asked that the summer board meetings be casual dress. In answer to a question raised by Mrs. Thomas, letters had been sent to legislators regarding the Board's support for HB 2550.

15. Announcements

Monday, June 12 6:30 p.m.-Executive Session, Conference Room  
(Personnel, Real Estate, Negotiations, Architects)  
7:30 p.m.-Board Meeting, Board Room  
Thursday, June 15 Last day for students and teachers  
Monday, June 26 7:30 p.m.-Board Meeting

16. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:45 p.m.

Cecilia R. Birdsell, Board Secretary

## ORDER OF BUSINESS

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

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

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine, M. Robert, V. Thomas, A. Thomspson

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

Board Secretary: Cecilia R. Birdsell

Treasurer: Gary Reigal

Substitute Superintendent of Schools: Dr. George A. Ziolkowski

Press Present: Randy Kraft, Morning Call Reporter  
Loretta Fenstermacher, East Penn Press

### 2. Requests to Address the Board-None

### 3. Approval of Minutes

Motion by Thomas, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes for the June 12, 2006 Board Meeting.

This resolution was unanimously adopted by voice vote.

### 4. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

#### 1. Personnel

Motion by Thomas, Seconded by Robert

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

#### Resignations

-Stefani Hauze, Biology Teacher at EHS, effective June 19, 2006 (Exhibit 1)

-Robin Hagy, Teacher Aide at Alburdis School, effective immediately (Exhibit 2)

#### Appointment of Administrative Assistant

Name/Address: Betty Gibson

4988 Jasper Road, Emmaus 18049

Assignment: Maintenance Office (Vacancy created by retirement of S. Hammel)

Effective: July 10, 2006 (on or about)

Salary: \$23,800

#### 2006-07 Per Diem Substitute List

Denise Yuhas, Food Services Department

#### Co-Curricular Advisor

Lena Harris

EHS Music Marching Assistant

\$1040.00

#### Revised List of Jumpstart Summer Program Teachers, Remedial Assistants, and Teacher Aide

See Exhibit 3

#### Extended School Year Teacher Aide

Deanna Reidenhour                      Autistic Support                      36 hours (maximum)

Internal Transfers

Employee	From	To
Kathleen Prindible	Administrative Assistant, EHS	Administrative Assistant, LMES
Rosalie Schiffert	LMMS, Special Education	IST, Lincoln
Melanie Hirsch	Grade 4, Lincoln	Grade 3, Lincoln

Appointment of Chief School Physician – Exhibit 4

That the East Penn Board of School Directors approve Dr. Robert A. Barnes as the Chief School Physician from July 1, 2006 to and including June 30, 2007 on a retainer of \$6,000 and in accordance with the terms listed on Exhibit 4.

Approval of Act 93 Compensation/Non-Bargaining Unit Salaries –Exhibit 5

That the East Penn Board of School Directors approve the 2007-07 Act 93 Salaries and Compensation Plan; and, that the salaries and fringe benefits for the non-bargaining unit employees be approved, effective July 1, 2006.

Meal Reimbursement for Conferences/Offsite Professional Development Activities

That the East Penn Board of School Directors increase the meal allowance for conferences/offsite Professional Development Activities from \$18.00/day to \$35.00/day, effective July 1, 2006.

Note: "The standard meal allowance is federal M & MIE rate. For most small localities in the United States, this rate is \$31/day for the period from January 1 through September 30, 2005 and \$39/day for the period from October 1 through December 31, 2005. Most major cities and many other localities in the United States qualify for higher rates."

Educational Conferences – Exhibit 6

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Exhibit 6.

Resignations

-Deanna Fisher, School Psychologist, effective date to be determined (Exhibit 2A)  
 -Scott Ware, Special Education Teacher at LMMS, effective June 23, 2006 (Exhibit 2B)

Appointment of Assistant Principal – Emmaus HS

Name/Address:                      James F. Brown  
    221 Folk Road, Allentown 18031  
 Education Level:                      B. A. Degree (1979)  
    B. S. Degree (1993)  
    M. Ed. Degree (2000)  
 Undergraduate School:              Kutztown University  
 Graduate School:                      Kutztown University  
 Assignment:                              Assistant Principal, Emmaus HS  
    Vacancy created by resignation of D. Domchek  
 Effective:                                To be determined  
 Experience:                              8/04-Present: Allentown SD  
    8/95-8/04: East Penn SD  
    9/93-6/95: Allentown SD (per diem substitute)  
 Salary:                                    \$73,000

Mr. Brown was introduced to the members of the Board.

Internal Transfers

Employee	From	To
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Christina Finney

Macungie, Grade 2

Gifted, Shoemaker/  
Alburtis

Kim Wanish

Administrative Assist.  
Macungie

Administrative Assist.  
Curriculum Center

Approval of Affiliation Agreement with Indiana University of PA-Exhibit 7

RESOLVED, That the East Penn Board of School Directors approve the Affiliation Agreement with Indiana University of PA for Student Teaching as outlined in Exhibit 7.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

5. Policy

1. Final Adoption

Motion by Thomas, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the following policies for inclusion in the Board Policy Manual:

Board Policy 239-Foreign Exchange Students (Exhibit 8)  
Board Policy 246-Student Wellness and East Penn School District  
Guidelines for Competitive Foods (Exhibit 9)

In answer to a question from Mr. Ballard, Mrs. Thompson said that principals will be addressing the Student Wellness Policy, especially the competitive foods section, at the beginning of the new school year.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

6. Facilities

1. Informational

-PLANCON Part K: Project Refinancing – GOB Series of 2005 (Exhibit 10)

7. Legislative

C. Ballard

Mr. Ballard reviewed the background of SS HB 39 and the subsequent approval by the Senate and the House. It is anticipated that Governor Rendell will be signing the bill into law on June 27. Additional legislation is expected to be introduced to address the time lines that were set up in the original bill and are now well past those time periods. The proposed legislation will also make the law effective for the 2007-08 fiscal year since most 2006-07 budgets have already been adopted. Act 39 requires school districts to propose referenda on primary election ballots to collect or raise an earned income tax and a net income tax or a personal income tax. A Tax Study Commission similar to the one for Act 50 must be appointed by the Board by September 14 and the report of the Commission is due in mid December. The primary function of the Tax Study Commission will be to determine the type and amount of tax that will be best for the district and the community. They will evaluate the taxing options under Act 39 and report their findings back to the Board. The Commission will consist of five, seven, or nine members. Only one member may be a board member. The Commission must be representative of a cross section of the community. No school district officials, employees, or their families may sit on the Tax Study Commission. Non-residents who have businesses in the district are also eligible to be member. The Commission is advisory only and the Board does not have to accept the recommendation of the Commission. Another provision of Act 39 provides for installment tax payments. This will be effective July 30, 2007. Mr. Ballard said there are still a number of questions involved in the interpretation of Act 39. He noted that the budget cycle will be affected by the new timelines that require districts to start the process in early fall for adoption shortly after the first of the year. Mr. Ballard reviewed the back end referenda, the court procedure, the exceptions and the advertising procedures that require the information also be posted on the district web site. Mr. Reigal indicated that the new state guidelines raising the amount of income for senior citizens may affect the district's current Tax Rebate Program. It is something that the Board will have to review in light of all the new requirements. PSBA will holding training in 14 cities beginning in September.

Mr. Ballard proposed the following legislative items for consideration by the PSBA Platform Committee:

Motion by Ballard, Seconded by Richwine

RESOLVED, That the East Penn Board of School Directors approve and forward to PSBA the following resolution:

**PSBA will actively pursue litigation to remedy inequitable and/or inadequate state funding, to seek requirements for the Commonwealth to provide full and timely funding of all state-imposed mandates for school districts, their fair share of special education costs, reasonable levels of state aid for the construction, renovation or purchase of school buildings and the majority of funding for public education.**

Mr. Ballard talked about the legislators not taking responsibility for funding education so they do not have to raise taxes at the state level, while forcing school boards to meet mandates and then having to raise taxes locally. Mr. Earnshaw clarified that what the resolution was asking for is an increase in basic education subsidy to 50%. Mr. Reigal said he thought that it was around 30%. Mr. Earnshaw expressed some concern about asking PSBA to go to court and becoming involved in costly litigation. Ms. Kowalchuk said she understood the frustration behind the resolution but was concerned about litigation and the cost. She suggested that there be a specific percentage mentioned for subsidy reimbursement. The procedure is for the Board to vote on suggested resolutions; the Board Secretary certifies the action and submits it to PSBA; and then the Platform Committee either accepts or rejects the items. If rejected, the sponsoring district may introduce the item(s) at the PSBA Legislative Policy Council in October if there is a 2/3 majority vote. Ms. Fuller said it could spark an interesting debate. Mr. Earnshaw said he was not in favor of additional law suits and he would like to see the real dollar commitment that we would be asking legislators to support. Mrs. Thompson said she had some difficulty with the litigation angle. Mr. Ballard said he felt the message needed to be sent to legislators, commenting on a letter received from Representative Reichley who takes no responsibility for the legislation that has been enacted. Mr. Ballard felt it was time to quit being so nice. Mrs. Thompson commented on litigation that was supported by small and rural districts that was not successful. Mr. Ballard felt it was difficult for a small number of districts to bring a compelling case to the court and admonish the legislators for their actions. He felt PSBA would have a better advantage. Mr. Robert said he would support the motion because it would open debate at the PSBA level.

Ms. Kowalchuk asked if there would be some type of public invitation for citizens to indicate their interest in being on the Tax Study Commission. Dr. Ziolkowski felt the same procedure could be used when the last Tax Study Commission was formed. This will be discussed further when additional information is available on the make up of the Commission.

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

Aye: Ballard, Fuller, Richwine, Robert, Thompson-----5  
Nay: Earnshaw, Gannon, Kowalchuk, Thomas-----4

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

Mr. Richwine reported that the IU Board will be receiving a notebook containing the 40 budgets that the IU prepares. The Board is receiving more information than in the past. A resolution approving a 5 million dollar Tax Anticipation Note was approved. He noted the increase in the numbers of students being serviced from East Penn by the IU. In May, the number of students rose from 229 to 238. There were an additional 13 students in June. Dr. Ziolkowski indicated that the representation is significant to the growth the district has experienced.

-Lehigh Career & Technical Institute F. Fuller  
T. Richwine  
V. Thomas  
A. Thompson

Ms. Fuller indicated that the JOC will be meeting on Wednesday. She spoke about the award presentation that LCTI has for employees who have perfect attendance. There are 18 employees who will be receiving cash bonuses. There is a big savings to the school because substitutes are not required.

9. Business Operations

1. Approval of Bill List

Motion by Ballard, Seconded by Robert

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

General Fund Transfers (Exhibit 11)

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

Insurance Advisory Council Recommendations

#### PACKAGE 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 and boiler coverage, to ACE USA (PSBA Insurance Trust Program) through USI (Flanigan, O'Hara, Gentry and Associates) at the quotation price of \$124,774.

Note: Last year this policy was awarded to ACE USA for a total premium of \$106,668.

#### UMBRELLA COVERAGE

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for \$15 million umbrella coverage to Old Republic Insurance Company (PSBA Insurance Trust Program) at a quotation price of \$24,800 Through USI (Flanigan, O'Hara, Gentry and Associates).

Note: Last year this policy was awarded to Old Republic Insurance Company for a total premium of \$24,800.

#### 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, Including an enhanced employment liability endorsement, to The Pennsylvania School Boards Insurance Trust at a Quotation rate of \$41,648 through the Miers Insurance Agency.

Note: Last year this policy was awarded to the Pennsylvania School Boards Insurance Trust for a total premium of \$39,105.

#### FLEET INSURANCE

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for fleet insurance to the CIGNA Companies (PSBA Insurance Trust Program) at the Quotation price of \$17,836 through USI (Flanigan, O'Hara, Gentry, and Associates).

Note: Last year this policy was awarded to CIGNA for a premium of \$19,950.

#### 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 \$327,449 through USI (Flanigan, O'Hara, Gentry and Associates).

Note: Last year this policy was awarded to Old Republic for a total premium of \$256,508.

#### STUDENT/ACCIDENT INSURANCE

RESOLVED, That the East Penn Board of School Directors award the Contract for Student/Accident Insurance to ACE American Insurance Company 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 Rider and \$10,000,000 catastrophic accident medical Benefit for the total annual premium of \$14,943 for Primary Excess over \$100.00 plan, as made available through Mid-Penn Insurance Associates, Inc.

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 \$500,000, which is offered to parents on a voluntary basis through Boston Mutual Life Insurance Company at \$30 for school-time coverage and \$116 for 24 hour coverage, through Mid-Penn Insurance Associates, Inc.

Note: Last year this policy was awarded to Boston Mutual Life Insurance Company \$14,500.

Authorization to Participate in Contracts issued by the Department of General Services for the 2006/07 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 (DGS) 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; non profit fire, rescue, or ambulance company; and any nonprofit corporation operating a charitable hospital be it

RESOLVED, That the East Penn School District hereby requests authorization to participate 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.

Authorization to participate in Joint Purchasing for the 2006/07 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 School District hereby requests authorization to participate in purchase contracts of the Carbon Lehigh Intermediate Unit, Lehigh Career & Technical Institute, PENCON, AND PEPPM.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

#### 10. Board Sharing

##### -Title I Funds

Mrs. Thompson asked the Board that in light of recent information received from \*Renee Palakovic, Senior Program Officer, Division of Federal Programs, did they want to make any changes in the decision about refusing Title I funds. Mr. Robert felt the district should take the Title I funds. Mrs. Thompson said the last time the Board voted not to accept the funds because of the sanctions outlined in No Child Left Behind. Mr. Earnshaw asked when the classification of a Title I building is done. Ms. Jan Hoffman responded that it is done at the time the district is making the application.



It is based on the number of Free and Reduced Price lunches, grade span averages, and district averages. Ms. Hoffman said the district was determined eligible in March. The designated Title I schools for 2006-07 are Lincoln and Jefferson. Mr. Ballard asked how close is the high school to being determined a Title I school. Ms. Hoffman responded that the high school is below the district average and the grade span average. Ms Hoffman did not know the exact percentage and numbers. Mr. Ballard asked Mr. Reigal if all the programs were funded without the Title I funds. Mr. Reigal responded that all programs were funded. Mr. Ballard said the fund balance would be increasing by the \$141,000, not the expenditure side. Mr. Robert pointed out that the \$141,000 would represent one-tenth of a mill which could be construed that the district was overtaxing the residents by one-tenth of a mill or we are foregoing one-tenth of a mill of revenue. Mr. Ballard contended that one time money is not the same as keeping the tax revenue of one-tenth of a mill. In answer to a question asked by Ms. Kowalchuk, Ms. Hoffman said there are currently no Title I schools and the way to decide that is by the number of free and reduced price lunches and Jefferson and Lincoln qualify for the funds. These schools are considered targeted assisted schools. Mrs. Thomas pointed out that Emmaus High School is not a Title I school now if we accept the funds. If that would change, then the Board would have to evaluate and have this conversation again next year. Ms. Kowalchuk asked about the application process and what would happen. Ms. Hoffman explained the application process and how it affects Title II, III, and V. Mr. Ballard said the are two things to consider when making a decision – parliamentary procedure and time lines. He pointed out that the time line for NCLB issues are not the same as Title I. Ms. Hoffman said the district would apply as a district in improvement. She noted that a school is not in SES and school choice under NCLB until the second year. Mrs. Thompson emphasized that whatever the Board decides at this meeting, no services have been taken away that would have been paid by Title I. The services needed are part of the budget. Mr. Earnshaw said the amount spent is far in excess of the Title I funds. Ms. Hoffman noted that the district serves all the elementary schools and the two middle schools. Solicitor Fisher concurred that the information contained in the email from Ms. Palakovic was sufficient. Mr. Earnshaw said because there is a written opinion he would support accepting Title I funds. Mr. Robert introduced the following motion:

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors amend the application to include Title I funds.

Referring to parliamentary procedure, Solicitor Fisher indicated that in order to bring this motion back to the floor, the motion must be moved by one who voted with the prevailing side. The motion was then reintroduced:

Motion by Gannon, Seconded by Kowalchuk

RESOLVED, That the East Penn Board of School Directors amend the application to include Title I funds.

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

Aye: Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----8

Nay: Ballard-----1

\*(Secretary's Note: June 15 Email from \*Renee Palakovic, Senior Program Officer, Division of Federal Programs is included in the permanent minutes of this meeting.)

-Pandemic

Mr. Ballard talked about the Pandemic Flu Preparation Meeting that was held by the Commonwealth. Dr. Michael Murphy, Director of Pupil Personnel Services, and Mrs. Ann Johnson, School Nurse, also attended the meeting. There were two sessions – one general meeting and an invitation only session where various representatives from state agencies discussed the role problems that may occur among state government, hospitals, and schools. Mr. Ballard indicated that a pandemic is inevitable but when it will occur is not known. He talked about the Spanish Flu outbreak during World War I and an epidemic in the mid 1950's. There is also a state web site that links to the federal level. He presented the following statistics – local resources will be needed because there will be no federal intervention; 30-40% of the workforce could be effected so businesses should have a plan; schools will be overflow areas (PODS) for hospitals; 50 million Americans will need outpatient treatment; 2 million will need hospitalization; and 500,000 deaths will occur. Mrs. Thompson indicated that there were a series of free workshops on Preparedness at LCCC and there will be one in Lower Macungie Township in October. Dr. Ziolkowski said the district has had representation at the training sessions that have occurred in the last week. Another training session is being held on July 19 which will look at countywide planning. There is also a template from the state. Fortunately, Pennsylvania has a good structure in place for poultry management and disease surveillance. There will be a workshop for school nurses on August 16 with a nationally renowned authority.

-Act 39

Mr. Robert mentioned the change in the budget cycle. Mr. Reigal said the new budget cycle will be shared with the Board, adding it will be moved up and adoption will be taking place much earlier with projections that are not as solid as in the past. Mr. Robert said if the district does not need exceptions it could go on with the regular schedule. Mr. Ballard indicated that there are timelines that need to be adhered to so it may not be as flexible as in the past.

-July 10 Board Meeting

Mrs. Thomas indicated that she would not be attending the board meeting due to a work commitment.

-Retirement Dinner

Mrs. Thompson, Francee Fuller, and Alan Earnshaw attended the district Retirement Party on June 22. Mrs. Thompson noted the number of long-term employees who have retired. She said that Mrs. Daniel, Director of Personnel, will certainly have a big job replacing the number of people who have retired.

-Senior Citizen Discount

Mr. Robert asked if the program was going to be left with the same parameters now that Act 39 has been passed. Solicitor Fisher expressed some reservations because the timelines may not be effective yet. Mr. Ballard pointed out that the rebate is on last year's taxes. Mr. Reigal said the budget has been adopted with a specific number and he had no idea how it would affect the budget if the guidelines are changed. He felt it may significantly increase with the change in eligibility. It actually may affect the whole program being offered.

11. Announcements

Monday, June 26	6:45 p.m.-Executive Session (Personnel, Real Estate, Negotiations, Confidentiality)
	7:30 p.m.-Board Meeting
Tuesday, July 4	All offices closed
Monday, July 10	7:30 p.m. – Board Meeting (Only Board Meeting in July)

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:00 p.m.

Cecilia R. Birdsell, Board Secretary