

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the
June 22, 2009 Board Meeting.

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

1. Personnel

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

Resignations

-Julie Yonney-Kriebel, Family & Consumer Science Teacher at EHS, effective
August 31, 2009 (Exhibit 1)

-Susan Adams, Remedial Assistant at Wescosville School, effective immediately
(Exhibit 2)

Leaves as Per Collective Bargaining Agreement

Employee: Melissa Sell
Gifted Education, Shoemaker School
Effective: 9/1/09-11/24/09

Employee: Ariel Scholz
Music, Elementary Schools
Effective: 2009-2010 School Year

Appointment of Coordinator of Elementary Curriculum

Name/Address: Susan Noack
1852 Eastman Avenue, Bethlehem 18018
Education Level: B. S. Degree (1989)
M. Ed. Degree (2004)
Undergraduate School: Lehigh University
Graduate School: Lehigh University
Certification: Administrative, Principal K-12
Instructional II, Elementary, K-6
Supervisor, Curriculum & Instruction
Effective: To be determined
Vacancy: Created by retirement of J. Hoffman
Experience: 9/01-Present: East Penn SD

9/00-6/01: Moravian Academy
Salary: \$73,584, plus all benefits under the Act 93 Agreement

Professional Employee Appointment

Name/Address: Denise Reaman
6222 Wheatland Drive, Macungie
Education Level: B. A. Degree (1987)
M. S. Degree (2003)
Undergraduate School: Temple University
Graduate School: Wilkes University
Certification: Instructional II, English
Assignment: English Department, EHS
(Vacancy created by resignation of L. Moessner)
Effective: To be determined
Experience: 2000-Present: Bethlehem Area SD
2/2000-8/2000: Saucon Valley School District
11/1985-8/1999: Morning Call
Salary: \$63,269.00 (Year 10, M +24)

Temporary Professional Employee Appointments

Name/Address: Kelly Moll
1714 Huffs Church Road, Barto 19504
Education Level: B. S. Degree (2009)
Undergraduate School: Lebanon Valley College
Certification: Instructional I, Biology, Chemistry
Assignment: Science Department, EHS
Vacancy created by C. Smartschan retirement
Effective: September 1, 2009
Experience: None
Salary: \$43,744 (Year 1, Col. B)

Name/Address: Tiffany Snyder
228 N. 10th Street, Indiana 15701
Education Level: B. A. Degree (2009)
Undergraduate School: Duquesne University
Certification: Instructional I, Latin
Assignment: Latin, EHS
Effective: September 1, 2009
Experience: None
Salary: \$43,744 (Year 1, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address: Ryan Williams
Education Level: 2 Naylor Court, Quakertown 18951
Undergraduate School: Penn State University
Graduate School: Arcadia University
Certification: Instructional II, Music
Assignment: Music, Elementary Orchestra
(Opening created by A. Scholz leave)
Effective: To be Determined
Experience: 2003-Present: Souderton Area SD
Salary: \$43,744 (Year 1, Col. B)

5. Facilities

1. Right - of - Way for Electrical Service for Willow Lane (Exhibit 4)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Right-of-Way Agreement with PPL Electric Utilities for the electric facilities to be installed for service to the Willow Lane Elementary School as outlined in Exhibit 4).

2. Change Order Approval - EHS Track Replacement Project

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following Change Orders for the EHS Track Replacement Project:

CO-1	Atlas Track Inc.	
	-Extension of both the Pole Vault runway and the Triple/Long Jump runway.	\$10,664.79
	-Installation of 5 take-off boards for the Triple/Long Jump.	
CO-2	-Supply 5 additional 8 ft. man-gates at Concession stand and facility garage	\$ 6,362.67

Willow Lane Elementary School

EC-2	Wind Gap Electric, Inc.	
	Due to revision to the rear canopy, WGE needs to relocate lighting fixture And add one new soffit lighting fixture.	\$ 300.00
PC-2	JBM Mechanical, Inc.	
	Provide new roof drain in proposed Canopy and connect to proposed storm Sewer system.	\$ 3,833.38

3. Bid Opening Report (Informational) - Albutis Elementary School Outside Air Intake Relocation Project (Exhibit 5)
4. Albutis Elementary School Outside Air Intake Relocation Project

Motion by _____, Seconded by _____
RESOLVED, That East Penn Board of School Directors award the contract for mechanical Work for the outside air intake relocation at the Albutis Elementary School to the following low bidder:

MBR Construction Services, Inc.
P.O. Box 14775
Reading, PA 19612

Amount of Bid: \$18,888.00

6. Business Operations

1. Approval of Bill List

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

2. Disbursements of Funds (Exhibit 6)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the 2007 GOB Issue as outlined in Exhibit 6.

7. Announcements

Monday, July 13 7:30 p.m.-Board Meeting

Monday, August 10 7:30 p.m.-Board Meeting

8. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the July 13 meeting as presented.

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

1. District Update
2. Personnel

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

Retirement/Resignation

- Elaine Lichtenwalner, Receptionist/Switchboard Operator, effective September 18, 2009 (Exhibit 1)
- Marlanda Montanaro Birns, Instructional Aide at Emmaus High School, effective immediately (Exhibit 2)
- Michael Becker, Instructional Assistant at Wescosville School, effective immediately (Exhibit 3)
- Elizabeth Parise, Remedial Assistant at Lower Macungie Middle School, effective immediately (Exhibit 4)
- Nichole Oravic, English Teacher at Emmaus HS, effective immediately (Exhibit 5)
- Patricia Brooke, Instructional Assistant at Emmaus High School, effective immediately (Exhibit 6)

Request for General Leave of Absence

Employee: Kristi Smith
Grade 3 Teacher, Shoemaker School
Effective: September 1, 2009-February 2, 2010
Reference: Board Policy 439, General Leave

Leaves as Per Collective Bargaining Agreements

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Alison Patchkoski	Family/Consumer Science Eyer MS	9/1/09-11/23/09
Robin Weidner-Smith	Guidance Counselor Emmaus HS	9/1/09-6/18/10
Monica Parsell	Grade 3 Wescosville School	9/1/09-11/23/09

Temporary Professional Employee Appointments

Name/Address: Kristen Susens
523 College Drive, Allentown 18104
Education Level: B. S. Degree (2003)
Undergraduate School: Michigan Technical University
Certification: Instructional I, Environmental Science, Biology
Initial Assignment: Science Department, Emmaus High School
Vacancy created by R. Roberts retirement
Effective: September 1, 2009
Experience: None
Salary: \$43,744 (Year 1, Col. B)

Name/Address: Sean Nolan
1035 Hawthorn Road, Allentown 18103

Education Level: B. S. Degree (2007)

Undergraduate School: Penn State University

Certification: Instructional I, Elementary

Initial Assignment: Grade 3, Alburdis School
Vacancy created by C. Yenser resignation and subsequent transfers

Effective: September 1, 2009

Experience: 9/2008-3/2209: Bethlehem Area SD

Salary: \$43,744 (Year 1, Col. B)

Name/Address: Ashley Barber
1525 North Main Street, Allentown 18104

Education Level: B. A. Degree (2005)
M. Ed. Degree (2007)

Undergraduate School: Lebanon Valley College

Graduate School: Kutztown University

Certification: Instructional I, Citizenship Education, 7-12

Initial Assignment: Social Studies Department, LMMS
Vacancy created by R. Sawicki resignation

Effective: To be Determined

Experience: 82008-Present: Reading SD

Salary: \$51,810 (Year 2, Col. M)

Name/Address: Lindsay Super
3690 Sydna Street, Bethlehem 18017

Education Level: B. A. Degree

Undergraduate School: Susquehanna University

Certification: Instructional I, Music Education

Initial Assignment: Elementary Music, Shoemaker School
Vacancy created by K. Bonner retirement

Effective: September 1, 2009

Experience: None

Salary: \$43,744 (Year 1, Col. B)

Name/Address: Alexis Williams
2426 West Tilghman Street, Allentown 18104

Education Level: B. S. Degree (2003)

Undergraduate School: Kutztown University

Certification: Instructional I, Elementary, Visually Impaired

Initial Assignment: Grade 4, Lincoln School
Vacancy created by K. Werley retirement

Effective: September 1, 2009

Experience: 8/2006-6/2009: Phillipsburg SD
8/2005-6/2006: Allentown SD

Salary: \$44,344 (Year 3, Col. B)

Name/Address: Michele Comp
1011 Eagle Drive, Emmaus

Education Level: B. S. Degree

Undergraduate School: Kutztown University

Certification: Instructional I, Art

Initial Assignment: Elementary Art, Jefferson & Lincoln Schools
W. Weiant retirement and subsequent transfers

Effective: September 1, 2009

Experience: 9/2008-6/2009: East Penn SD

Salary: \$44,044 (Year 2, Col. B)

Name/Address: Brian J. Pum
1879 Barbara Street, Bethlehem 18017

Education Level: B. A. Degree (2007)

Undergraduate School: Moravian College

Certification: Instructional I, Social Studies

Initial Assignment: Social Studies Department, Emmaus HS
Vacancy created by P. Haja retirement

Effective: September 1, 2009

Experience: 9/2007-Present: Bethlehem Area SD

Salary: \$44,344 (Year 3, Col. B)

Name/Address: Laura Oswald
816 Prospect Avenue, Bethlehem 18018

Education Level: B. S. Degree (2004)
M. Ed. Degree (2009)

Undergraduate School: West Chester University

Graduate School: University of Maryland

Certification: Instructional I, Special Education

Initial Assignment: Autistic Support, Lower Macungie ES
Transfer of J. Curtis to new Behavioral Support
Specialist Position

Effective: September 1, 2009

Experience: 8/2005-Present: Montgomery County (MD) Public Schools

Salary: \$52,110 (Year 3, Col. M)

Full-Time Substitute Teacher Appointment

Name/Address: Katie Anderson
3 Meadow Springs Lane, Oley 19547

Education Level: B. S. Degree (2008)

Undergraduate School: Kutztown University

Certification: Instructional I, Elementary

Initial Assignment: Grade 3, Shoemaker School
Opening created by K. Smith leave

Effective: September 1, 2009

Experience: None

Salary: \$43,744 (Year 1, Col. B)

Co-Curricular Advisors -Exhibit 7

See Exhibit 7 (Salary amounts as per 2009-2013 Collective Bargaining Agreement - Schedule B, Extra Pay for Extra Work)

Informational

Professional Staff - Change in Assignment (Exhibit 8)

First Student Bus Drivers

Exhibit 9

2009-2010 List of Per Diem Substitutes

Exhibit 10

Change in Employment Status-Food Services Department

Employee	From	To
Diane Schantzenbach	6.75 hrs./day EHS, Food Services	7.5 hrs./day Assist. Leader
Maria Knauss	7.5 hrs./day EHS, Assist. Leader	6.75 hrs./day EHS, Food Services

Authorization of Attendance Officers

In accordance with Modifications 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:

Emmaus HS

David Piperato, Principal
Thomas Mirabella, Assistant Principal
Janine Mathesz, Assistant Principal
Josh Ziatyk, Assistant Principal
Mark Caccavo, Assistant Principal
Kate Keires, Assistant Principal
Sally Hanzlik, Assistant Principal

Elementary Principals

Kristen Campbell, Lincoln
Tara Desiderio, Lower Macungie
Dr. Ron Renaldi, Alburtis
Cheryl Wetzels, Jefferson
Anthony Moyer, Wescosville
James Best, Macungie
Lynn Brinckman, Shoemaker

Lower Macungie MS

Eyer MS

Suzanne Vincent, Principal
Peter Schutzler, Assistant Principal
Susan Noack, Assistant Principal

Dr. Doug Wells, Principal
Dave Silfies, Assistant Principal

Student Services

Linda Pekarik, Supervisor of Special Education Ronald Delaco, Supervisor of Special Education
Angela DeMario, Supervisor of Special Education

Designation of Compliance Officer

That Noelle Keeler, Human Resource Specialist, be designated the Compliance Officer for providing information regarding civil rights, grievance procedures, services, activities and facilities that are accessible to and usable by disabled persons, and employee and participant complaints of harassment or discrimination.

Educational Conference - Exhibit 11

That the East Penn Board of School Directors approve the estimated expenses for the individual attending the educational conference listed on Exhibit 11

- 2. Approval of Recommended Changes to the Emmaus HS Discipline Code-Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the changes/modifications to the Emmaus HS Discipline Code as outlined on Exhibit 12.

- 3. Email Accounts for Board Members

- 5. Policy

-First Reading: Board Policy 250, Bullying (Exhibit 13)

- 6. Facilities

- 1. Change Order - Willow Lane Elementary School

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

HC-2 Worth & Company, Inc. (\$3,500.00)

Change from square neck diffusers to round Neck diffusers

- 2. Change Order - Willow Lane Elementary School

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

UGI Inv. UGI Gas Service \$6,390.00

Installation of gas service line from main Within Sauerkraut Lane to UGI meter at chiller enclosure.

- 7. Legislative

-Selection of Voting Delegates for the PSBA Legislative Policy Council Meeting-October 15, 2009

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

-Lehigh County Tax Collection Committee-Discussion

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.

2. Management Information System Software Contract - Exhibit 14

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the purchase of a Management Information System from the Central Susquehanna Intermediate Unit for financial and personnel modules at a first year cost of \$33,546 and a second year cost of \$34,888.

3. Disbursement of Funds-Exhibit 15

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the accounts listed on Exhibit 15.

9. Announcements

Monday, August 10 7:00 p.m.-CLEAR Session
7:30 p.m.-Board Meeting

Monday, August 24 7:30 p.m.-Board Meeting

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the August 10, 2009 meeting.

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

1. District Update
2. Personnel

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

Resignations

-Amy Christoff, Speech/Language Therapist at Alburdis School, effective immediately (Exhibit 1)

-Melanie Walter, Grade 4 Teacher at Alburdis School, effective August 13, 2009 (Exhibit 2)

-Adelaide Peters, Social Studies Teacher at Emmaus HS, effective immediately (Exhibit 3)

-Mary Lee Albanese, Remedial Assistant at Shoemaker School, effective immediately (Exhibit 4)

-Karen Schaefer, Instructional Assistant at Emmaus HS, effective immediately (Exhibit 5)

-Sheri Ziner, Instructional Assistant, effective immediately (Exhibit 6)

Appointment of Assistant Principal, Lower Macungie MS

Name/Address:	Rodd Luckenbill 6527 Carmel Drive, Macungie 18062
Education Level:	B. S. Degree (1998) M. S. Ed. Degree (2004)
Undergraduate School:	East Stroudsburg University
Graduate School:	Wilkes University
Assignment:	Assistant Principal, LMMS Vacancy created by retirement of J. Hoffman; transfer of Susan Noack
Certification:	Administrative, Principal K-12 Instructional I, Elementary
Effective:	To be determined

Experience: 4/2008-Present: Marple Newtown SD
 8/2006-4/2008: Allentown SD
 8/2001-7/2006: Southern Lehigh SD
 Salary: \$87,500, plus all benefits under the Act 93 Agreement

Leaves as Per Collective Bargaining Agreement

<u>Employee</u>	<u>Effective</u>
Gena Beky	9/1/09-6/18/10
Allison Brooks-Shimon	9/1/09-2/2/10
Ellen Martin	9/1/09-2/2/10

Appointment of Temporary Professional Employee

Name/Address: Colleen Kingsbury
 3405 Courtney Drive, Center Valley 18034
 Education Level: B. S. Degree (2006)
 Undergraduate School: Seton Hill University
 Assignment: Family & Consumer Science, EHS
 Vacancy created by resignation of J. Yonney
 Certification: Instructional I, Family/Consumer Science
 Effective: To be determined
 Experience: 8/2007-Present: Pine Grove SD
 Salary: \$44,344 (Year 3, Col. B)

Name/Address: Abigail Messner
 913 Barbara Drive, Coplay 18037
 Education Level: B. S. Degree (2008)
 Undergraduate School: Kutztown University
 Assignment: Grade 4, Alburdis School
 Opening created by M. Fried resignation
 Certification: Instructional I, Elementary
 Effective: September 1, 2009
 Experience: None
 Salary: \$43,744 (Year 1, Col. B)

Appointment of Full-Time Substitute Teachers

Name/Address: Lisa Wolff
 1979 Goldenrod Drive, Macungie
 Education Level: B. A. Degree (1983)
 Certification Credits (2007)
 Undergraduate School: Lehigh University
 Graduate School: DeSales University
 Assignment: Grade 6, LMMS
 Opening created by E. Nixon leave
 Certification: Instructional I, Elementary
 Effective: September 1, 2009
 Experience: 9/2008-6/2009: East Penn SD
 Salary: \$44,044 (Year 2, Col. B)

Name/Address: Caitlin Carney
 65 S. Second Street, Emmaus
 Education Level: B. S. Degree (2006)

Undergraduate School:	M. Ed. Degree (2008) Lehigh University
Graduate School:	Lehigh University
Assignment:	Grade 4, Shoemaker School Opening created by G. Beky leave
\	
Certification:	Instructional I, Elementary
Effective:	September 1, 2009
Experience:	8/2008-Present: East Penn SD
Salary:	\$44,044 (Year 2, Col. B)
Name/Address:	Erin Knecht 1137 Rising Sun Road, Laurys Station 18059
Education Level:	B. S. Degree (2008)
Undergraduate School:	Kutztown University
Assignment:	Grade 7, Communications Application, LMMS Opening created by P. Vogrin leave
Certification:	Instructional I, English
Effective:	September 1, 2009
Experience:	None
Salary:	\$43,744 (Year 1, Col. B)

Additions to the 2009-2010 List of Per Diem Substitutes

Exhibit 7

2009-2010 LMMS Team Leaders

Grade 6

Sharon Shankweiler	Rick Frederick	Jamie Hudak
Mike Barker	Lori Schaeffer	

Grade 7

Denine Williams	Pat Hanlon	Bridget Bokansky
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Grade 8

Exploratory

Marissa Perez	Melissa Aquila
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Mentor Teachers

Steve Baier	Kevin Bisignani	Jennifer Curtis
Anjanette Hoffman	Rachel Kramer	Susan Smith
Susan Sterkenburg	Bryan Svencer	Kiera Werner

2009 Adult Education Fall Instructor List

Exhibit 8

Changes in Instructional/Staff Assistant Hours

Exhibit 9

Co-Curricular Advisors

Michael J. Carolla	MS Football Coach	\$5117.00
Joseph Malone	MS Football Coach	\$5117.00
Teresa Scholl	MS Cheerleading Coach	\$2121.00

5. Policy

-Interim Reading: Board Policy 250, Bullying (Exhibit 10)

6. Tax Collection Committee Appointments, Lehigh County

Background. Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors appoint the following individuals as TCC delegates for the East Penn School District

Primary Voting Delegate: Charles Ballard
First Alternate Voting Delegate: Lynn Glancy
Second Alternate Voting Delegate: Debra Surdoval

If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.

These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in November or December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Certification of adoption. The undersigned certifies that the above Resolution was adopted at a public meeting on this date.

Date: _____
Secretary

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine
-Lehigh County Technical Institute F. Fuller
A. Earnshaw
S. Kowalchuk
T. Richwine

8. Facilities

1. Change Order - Willow Lane

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

GC-3 Perotto Builders, LTD.

1. Opening angle at Exterior wall	\$18,214.10
2. Extension of canopy at receiving area	\$21,727.95
3. Install steel beam at line Q1 and G	\$17,538.70
4. Install steel beam for masonry support at lines 13, F and 14	\$ 8,832.82
Total	\$66,304.57

9. Legislative C. Ballard

10. Business Operations

1. Approval of Bill List

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. September 28, 2009 Board Meeting

Schools and offices will be closed. On September 29, the Board Room will be used for the special election for Senator Wonderling's seat.

11. Announcements

Monday, August 24 7:00 p.m.-CLEAR Session
7:30 p.m.-Board Meeting

September 1 First Day for Teachers

September 8 First Day for Students

September 14 7:30 p.m.-Board Meeting

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Presentations:

- Bud Coates-Rodale Press Contribution
- William H. Gorman, Jr. CPA, CGFM-Gorman & Associates, Certified Public Accountants
- Robert Whartenby, URS Owners Representative-Update on Willow Lane & Track

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the minutes of the August 24, 2009 meeting.

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

1. District Update

2. Personnel

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

Resignation

-Kim Bosak, Staff Assistant at Alburtis School, effective August 31, 2009 (Exhibit 1)

Temporary Professional Employee Appointment

Name/Address: Lindsay Bielli
 6690 Hauser Road, Macungie 18062
 Education Level: B. S. Degree (2005)
 Undergraduate School: Penn State University
 Certification: Elementary
 Assignment: Grade 5, Macungie School
 Vacancy created by S. Poremba resignation and
 Transfer of M. James to Literacy Coach
 Effective: September 1, 2009
 Experience: None
 Salary: \$43,744 (Year 1, Col. B)

Appointment of Instructional Assistants-Effective September 15, 2009

Name/Address	Assignment	Salary
Leesa Gehman 4435 Meadow Lane Allentown 18104	Lower Macungie ES New Health Room Aide Position	\$12.49/hr., 13.0 hrs./wk
Tina Collura 2350 Bordeaux Drive Macungie 18062	Emmaus HS (P. Brooke resignation)	\$12.49/hr., 32.5 hrs./wk.
Karen Kennedy 138 Cedar Street Macungie 18062	Eyer MS (D. Vasilik resignation)	\$12.49/hr., 32.5 hrs./wk.
Mary Taranto 7018 Tuscany Drive Macungie 18062	Wescosville, Autism Support New Position	\$12.49/hr., 31.5 hrs./wk.
Kristen Terry 43 N. Fourth Street Emmaus 18049	Emmaus HS (K. Cole resignation)	\$12.49/hr., 32.5 hrs./wk.

RESOLVED, That the East Penn Board of School Directors approved the General Fund Budget Transfers needed for the June 30, 2009 post-audit as listed on Exhibit 8.

4. Cancellation of September 28, 2009 Board Meeting

Motion by _____, Seconded by _____
RESOLVED, That the September 28, 2009 regular meeting of the East Penn Board of School Directors meeting be cancelled.

9. Announcements

- | | |
|--------------------------|---|
| -Monday, September 14 | 6:30 p.m.-CLEAR Session
7:30 p.m.-Board Meeting |
| -Tuesday, September 15 | 7-8:30 p.m.-Alburtis Meet the Teacher Night
(Grades 1 & 2) |
| -Wednesday, September 16 | 7-8:30 p.m.-LMES & Jefferson Meet the Teacher Nights |
| -Thursday, September 17 | 7:00 p.m.-EHS Guidance Information Night
7:00 p.m.-Shoemaker & Wescosville Schools |
| -Wednesday, September 23 | 7:00 p.m.-Lincoln and Eyer MS Meet the Teacher
Night |
| -Monday, September 28 | All schools and offices are closed. |

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the September 14, 2009 meeting.

4. Refunding General Obligation Bonds, Series 2004

-Scott Shearer, Public Financial Management
-Rhoads & Sinon

5. Report of the Superintendent of Schools - Dr. Thomas L. Seidenberger, Superintendent of Schools

1. District Update
2. Personnel

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

Retirements/Resignations

-Dr. Michael Murphy, Director of Student Services, effective December 31, 2009
(Exhibit 1)

-Mr. Ron Delaco, Supervisor of Special Education, effective November 30, 2009
(Exhibit 2)

-Carla LaRussa, Staff Assistant at Emmaus HS, effective October 2, 2009
(Exhibit 3)

-Tracey Frantz, Instructional Assistant at Shoemaker School, effective immediately (Exhibit 4)

Department Chair; Mentor; Head Teacher Appointments

Ann Johnson	Department Chair	School Nurse
Megan Schueck	Head Teacher	Lower Macungie ES
Anna Andrew	Mentor	
Joan Keiper	Mentor	
Rosanne Lauchnor	Mentor	
Lynda O'Connor	Mentor	

Leaves as Per Collective Bargaining Agreement

Employee: Tricia Gutman
Remedial Coordinator, Lincoln School
Effective: November 11-February 2, 2010

Employee: Kimberly Henry
Grade 2 Teacher, Wescosville School
Effective: October 30, 2009-February 2, 2010

Additions to the 2009-2010

Please see Exhibit 5

Maintenance Department Appointment

Name/Address: Scott Walbert
3218 Capital Street, Allentown 18103
Effective: October 19, 2009
Assignment: Maintenance A - Lock and Door
Vacancy created by R. Hauser retirement.
Salary: \$21.17/hr., 40 hours per week

Remedial Assistant Appointment

Name/Address: Barbara Poling
1473 Dayspring Drive, Wescosville 18106
Effective: October 13, 2009
Assignment: Shoemaker School
Vacancy created M. Albanese resignation
Salary: \$13.25/hour, 25 hours/week

Staff Assistant Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Cinthya Tirado-Cruzado 2162 Woodridge Drive, Macungie	Wescosville School Vacancy created by B. Cassel resignation.	\$12.49/hr., 12.5 hrs./wk.
Jeffrey Schmeltzle 521 Harrison Street, Emmaus	Wescosville School Vacancy created by J. Sullivan resignation	\$12.49/hr., 12.5 hrs./wk.
Rachel Meadows 4151 Newport Drive, Emmaus	Shoemaker School Vacancy created by I. Opilla retirement	\$12.49/hr., 12.5 hrs./wk.
Gwen Mitchell 7527 Crane Crossing, Macungie	Shoemaker School Vacancy created by Engler resignation	\$12.49/hr., 12.5 hrs./wk.

Change in Instructional/Staff Assistant Hours

See Exhibit 6

Co-Curricular Appointments

See Exhibit 7

Educational Conferences - Exhibit 8

That the East Penn Board of School Directors authorize the estimated expenses for the individuals attending the educational conferences listed on Exhibit 8.

3. Out of State Tuition Agreement

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Out of State Tuition Agreement with the Marie H. Katzenbach School, for the Deaf. Division of Direct Services, New Jersey Department of Education for an East Penn student at a cost of \$89,619.00/year for the Multiply Disabled Program.

4. Acceptance of Gifts, Grants, and Funds

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors accept the following gifts/funds as listed below and, in accordance, with Board Policy 702, Gifts, Grants, and Funds:

Alex Miexner
510 South Ott Street, Allentown 18104

Fender Bxr 100 and Custom made cover \$ 400.00
Sonor Drum Set and Humes and Berg Cases with \$1,500.00

Padded Gator Bags for Toms

Lincoln Parent Teacher Organization

Donation: \$9,490.46

For the Purchase and Installation of additional
Playground Equipment

6. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career & Technical Institute

T. Richwine
F. Fuller
A. Earnshaw
T. Richwine
S. Kowalchuk

7. Legislative

C. Ballard

8. Policy

1. Board Policy 250 - Bullying (Exhibit 9)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt Board Policy 250, Bullying,
for inclusion in the Board Policy Manual.

9. Facilities

1. Bid Opening Report - Health Suite Alterations-Emmaus HS (Exhibit 10)

2. Bid Award - Health Suite Alterations-Emmaus HS

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the awarding of contracts
to the successful bidders listed below:

General Construction

Walter Brucker & Company, Inc. \$32,150.00
Dublin, PA

Plumbing Construction

Moser Mechanical Contractors \$12,900.00
Easton, PA

HVAC Construction

K C Mechanical Service, Inc. \$ 9,210.00
Mount Bethel, PA

Electrical Construction

Wind Gap Electric, Inc. \$ 4,270.00
Wind Gap, PA

Total \$58,530.00

3. Lease Agreement with Albutris Recreation Association/Albutris Area Community
Center (Exhibit 11)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Lease Agreement
with the Albutris Recreation Association/Albutris Area Community Center, 220 W.
Second Street, Albutris as described in Exhibit 11.

10. Business Operations

1. Approval of Bill List

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. Parent Transportation Contract

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve a transportation contract with Brandy DeJesus, Allentown, PA to transport three students to Jefferson School at a rate of \$0.55/mile.

3. Transfer to Capital Reserve Fund - Rodale Family Foundation \$100,000 Contribution

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the transfer of the \$100,000 contribution by the Rodale Family Foundation from the General Fund to the Capital Reserve Fund.

Note: This is the recommendation of Auditor Bill Gorman, Gorman & Associates.

4. Special Fund Disbursements (Exhibit 12)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and 2007 GOB Issue as outlined in Exhibit 12.

11. Announcements

Monday, October 12	All Schools are closed. 7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
Saturday, October 17	2:15 p.m.-Dedication of EHS Memorial Wall and All Weather Track
October 19-23	Homecoming Week - Emmaus HS
Monday, October 19	7:00 p.m.-District PAC Meeting Conference Room B, Administration Building
Friday, October 23	11:00 a.m. Dismissal-Emmaus HS
October 26-30	PSSA Grade 12 Retest
Monday, October 26	6:30 p.m.-EPEA Reception for Merit Semi-Finalists 7:30 p.m.-Board Meeting
Friday, October 30	11:00 a.m.-Early Dismissal-Middle Schools

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Student Recognition:

2010 National Merit Semifinalists

Brian P. Baillie
Anthony D. Cope
Shirley Mao
Laura W. Rigge
Andrea Verghese
Patrick S. Whalen

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the
October 12, 2009 meeting.

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

1. District Update

2. Personnel

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

Change in Retirement Date

Ron Delaco, Supervisor of Special Education, from November 30 to December 2,
2009

Appointment of Instructional Assistant

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Tara Collier 6382 Manzanita Drive Macungie	Instructional Assistant Shoemaker School (Newly created position)	\$12.49/hr.. 31.5 hrs./wk.

Appointment of Staff Assistant

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Bryan Reiss 46 S. West Street Allentown 18102	Emmaus HS (Vacancy created by M. Birns resignation)	\$12.49/hr., 25 hrs./wk.

Approval of General Leave

Employee: Kristi Smith
Grade 3 Teacher, Shoemaker School
Effective: 2009-2010 School Year
Reference: Board Policy 439, General Leave

Approval of Leave as Per Collective Bargaining Agreement

Employee: Melissa Sell
Gifted Education Teacher, Shoemaker/LME
Effective: September 1, 2009-February 2, 2010

Co-Curricular Appointments

Robert Loftin	EHS, Football	Volunteer
Stephen Moyer	EHS, Baseball	Volunteer
Kimberly Kannenberg	Global Citizens Club, LMMS	\$540, Club C
Payal Bhowmick	Global Citizens Club, LMMS	\$540, Club C
Kathryn Moore	Reading Olympics, Eyer MS	\$31.56/session
	Spring Reading Challenge	\$31.56/session

Additions to the 2009-2010 List of Per Diem Substitutes

See Exhibit 1

Change in Employment Status

Employee	From	To
Dorothy Grois Staff Assistant, EHS	28.5 hrs./wk.	32.25 hrs./wk.
Laura Fainor Staff Assistant, EHS	21.75 hrs./wk.	30 hrs./wk.

Educational Conferences (Exhibit 2)

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

6 Redistricting/Option Discussion

7 Facilities

1. Change Order-Willow Lane

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

EC-3	Wind Gap Electric, Inc.	\$1520.00
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Revised proposed SL-4 lighting at Kindergarten Playground to SL-3 type

lighting.

- 8. Legislative C. Ballard
- 9. Board Vacancy Process
- 10. Business Operations

1. Approval of Bill List

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. Treasurer's Report

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

3. Energy Generation Purchasing Services Agreement (Exhibit 3)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Client Services Agreement and the Energy Purchasing Rider for Provident Energy at a first year cost of \$0.001 per kilowatt-hour that would be included in the price per kilowatt of electricity.

4. Special Fund Disbursements - Exhibit 4

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the expenditures from the Capital Reserve Fund and the 2007 and 2009 GOB issues as outlined on Exhibit 4.

5. Use of District Facilities

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors grant permission for Blue Horizons Dive Center, 1100 South Columbus Blvd., Philadelphia to use the Emmaus HS Pool on October 31, 2009 from 3:30 p.m.-8:00 p.m. for the PADI Scuba instructor examinations. This is a Group V organization and will be charged the following fees:

Rental Fee	\$413.00 daily rate
Custodial Fee	\$ 38.37/hr.

6. 2009-2010 Salary Roster

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors include the 2009-2010 Salary Roster in the permanent minutes of this meeting.

- 7. Management Information System-Central Susquehanna IU - Discussion

- 11. Announcements
 - Monday, October 26 7:30 p.m. - Board Meeting
 - October 26-30 PSSA Grade 12 Retest - EHS
 - October 27 7:00 p.m. - Redistricting Presentation, LMMS Auditorium
 - October 30 11:00 a.m.-Early Dismissal - Eyer and LMMS
 - November 3 Election Day (Admin. Building & Lincoln School)
 - Monday, November 9 7:30 p.m.-Board Meeting, Board Room
 - Wednesday, November 11 9:30 a.m. & 1:15 p.m.-Veterans Day Program, LMMS

- 12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Oath of Office for New Board Member
3. Requests to Address the Board
4. Approval of Minutes

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the minutes for the October 26, 2009 meeting.

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

1. District Update
2. Personnel

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

Resignation

-Doris Miller, Instructional Assistant at Eyer MS, effective upon transfer to Administrative Assistant position (Exhibit 1)

-Gabriella Panebianco, Staff Assistant at Emmaus HS, effective December 22, 2009 (Exhibit 2)

-Risa Donegan, Instructional Assistant at Emmaus HS, effective November 2, 2009 (Exhibit 3)

Appointment of Principal, Willow Lane Elementary School

Principal: Mr. Anthony Moyer
 Currently Principal of Wescosville Elementary School
 Education Level: B. S. Degree (1987)
 M. Ed. Degree (1997)
 Undergraduate School: Widener University
 Graduate School: Lehigh University
 Walden University (Pursuing Doctoral Degree)
 Certification: Administrative & Instructional II, Principal, Elementary, Reading Specialist
 Experience: 9/93-Present: East Penn School District
 Teacher, Instructional Support Teacher, Principal

2009-2010 Tenure List

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

Name	Assignment	School
Edward Anthony	Science	Emmaus High School
Douglas Barndt	Grade 3	Lincoln School
Amanda Bower	Grade 2	Shoemaker School
Justin Brehm	Music	Eyer MS
Todd Breiner	Health/Physical Education	Emmaus High School
Pamela Briody	Grade 1	Alburtis School
Susan Carville	English	Emmaus High School
Lynn Champlin	English	Eyer Middle School
Jennifer Davenport	Music	Shoemaker School
Ruth DeLong	Kindergarten	Lower Macungie ES
Kimberly Faust	Special Education	Lower Macungie MS
Phillip Fisher	Business Education	Lower Macungie MS
Noelle Gecik	School Psychologist	Alburtis/Wescosville
Ashleigh Hulmes	Grade 1	Alburtis School
Crystal Husser	Learning Support	Macungie School
Erika Kissel	Special Education	Macungie School

Jennifer Krizovensky	Special Education	Lower Macungie MS
Joann Lusignea	Mathematics	Eyer Middle School
Dineen McGlone	Grade 5	Shoemaker School
Laura Nissen-Mott	Grade 3	Wescosville School
Marissa Perez	Social Studies	Lower Macungie MS
Shannon Petrunak	English	Emmaus HS
Lisa Schael	Science	Emmaus High School
Kristina Schneller	Grade 4	Wescosville School
Bonne South	Librarian	Alburtis School
Kristina Svencer	Science	Emmaus High School
Jacqueline Swauger	English/Reading Seminar	Eyer MS
Sandra Teplitz	ESL	LMMS/LMES

Full-Time Substitute Teacher Appointments

Name/Address: Mark Iwans
2283 Meadow Lane, Emmaus

Education Level: B. S. Degree (2007)
Certification Credits

Undergraduate School: West Chester University

Graduate School: West Chester University

Certification: Instructional I, Health/Phys. Ed.

Effective: November 10, 2009

Assignment: Health/Phys. Ed., Lincoln, Jefferson,
Opening created by A. Wikert leave.

Experience: 4/09-Present: East Penn SD (per diem sub.)

Salary: \$43,744 (Year 1, Col. B)

Name/Address: Cynthia Hynes
2190 North Pewter Drive, Macungie

Education Level: B. S. Degree (2008)

Undergraduate School: Kutztown University

Certification: Instructional I, Elementary

Effective: October 21, 2009

Assignment: Gifted Education, Shoemaker School
Opening created by M. Sell leave

Experience: 9/09-Present: East Penn SD

Salary: \$43,744 (Year 1, Col. B)

Approval of General Leave of Absence

Employee: Dawn Kohler
Staff Assistant, Wescosville School

Effective: January 7-March 31, 2010

Reference: Board Policy 539, General Leave

Leaves as Per Collective Bargaining Agreement

Employee: Jennifer Carolla
Guidance Counselor, Emmaus HS

Effective: November 17, 2009-January 4, 2020

Employee: Karen Brion
Grade 5 Teacher, Lincoln School

Effective: November 21, 2009-February 2, 2010

Appointment of Administrative Assistant - Business Office

Name/Address: Doris Miller
2634 Fieldview Drive, Macungie 18062

Effective: November 10, 2009

Salary: \$24,600 (35 hrs./wk.)

Staff Assistant Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Roberta Flynn 6961 Spring Creek Road, Macungie	Alburtis School Vacancy created by K. Bosak Resignation	\$12.49/hr., 12.5 hrs./wk.

Susan Workman
1616 Pleasant Circle, Macungie

Emmaus HS
Vacancy created by C. LaRussa
Resignation

\$12.49/hr., 20 hrs./wk.

Change in Employment Status

Employee: Tracy Beers, Health Room Assistant, Lower Macungie ES
From: 31.5/hrs./wk.
To: 31.5 hrs./wk., Alburtis School

Approval of Non-Bargaining Unit Salaries –Exhibit 4

That the East Penn Board of School Directors approve the 2009-2010 salaries and fringe benefits for the non-bargaining unit employees, effective July 1, 2009.

Additions to the 2009-2010 List of Per Diem Substitutes

See Exhibit 5

Co-Curricular Advisors

See Exhibit 6

Educational Conferences - Exhibit 7

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

3. Agreement - Consultant for Writing Counseling Program - Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Agreement with Dr. Deborah Barlieb to perform the duties of consultant to facilitate the writing of the East Penn Counseling Program as described in Exhibit 8.

Note: This is an item in the Strategic Plan.

4. Selection of Option for Redistricting-Exhibit 9

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adoption Option #3 as described in Exhibit 9.

5. Out of District Placement

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the student tuition contract of a student at Celebrate the Children, 345 S. Main Street, Wharton, NJ for the 2009-2010 school year at a cost of \$245.60/day for the total number of days (not less than 180) the pupil is enrolled and \$112.13/day for extraordinary services..

6. Approval of Amendment #2 to the Contract of Employment for the Superintendent of Schools - Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Amendment No. 2 to its contract for employment with Dr. Thomas L. Seidenberger, Superintendent of Schools.

7. Facilities

1. Change Order - Willow Lane

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

HC-2	Worth & Company	Oil tank remote fill port As requested by district	\$12,049.96
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8. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career & Technical Institute

T. Richwine
F. Fuller
A. Earnshaw
S. Kowalchuk
T. Richwine

9. Legislative

C. Ballard

-FRN Conference, Washington, D. C.
January 31-February 2, 2010

10. Business Operations

1. Approval of Bill List

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. Disbursement of Funds - Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the Capital Reserve Account and the 2009 GOB issue as outlined on Exhibit 11.

3. Facility Rentals

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors grant permission for Dance Connection, West Second Street, Alburtis to use the Emmaus HS auditorium and chorus room for a rehearsal and recital on the following dates: May 25; June 2 and 5, 2010. This is a Group V organization and will be charged the following fees:

\$33.00/hr. Auditorium Rehearsal Rental Fee
\$39.00/hr. Auditorium Recital Fee
\$ 7.00/hr. Chorus Room Rental Fee
\$20.00/hr. Stage Manager Fee
\$21.00/hr. Security Fee
\$51.16/hr. Custodial Fee

Be it further

RESOLVED, That the East Penn Board of School Directors grant permission for Coral's Academy of Dance, 1107 S. Tenth Street, Emmaus to use the Eyer MS Auditorium for a dance recital on December 12, 2009. This is a Group V organization and will be charged the following fees:

\$38.37/hr. Custodial Fee
\$38.37/hr. Equipment Technicians

4. Agreement for Purchase of Computer Services - Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Agreement for Purchase of Computer Services with Central Susquehanna Intermediate Unit, Lewisburg, PA as described in Exhibit 12.

11. Announcements

Monday, November 9 6:00 p.m.-Special Meeting - Interview Candidates for Board vacancy;
Appointment
7:30 p.m.-Board Meeting, Board Room

Wednesday, November 11 Veterans Day Program – 9:30 a.m. & 1:30 p.m. – LMMS Auditorium

Thursday, November 12	Gold Card Thanksgiving Dinner - Emmaus HS; LMMS; Eyer MS
November 12, 13, 14	8:00 p.m.-Noises Off, Emmaus HS Auditorium
November 16-20	Elementary Parent Teachers Conferences - Early Dismissal (1:30 p.m.)
November 19-21	LMMS Fall Comedy-7:30 p.m., Auditorium
November 23-25	Middle Schools Parent Teacher Conferences - Early Dismissal - 11:00 a.m.
November 26, 27, 30	Thanksgiving Holiday, All Schools & Offices Closed
December 7	7:30 p.m.-Board Organization Meeting, Board Room
December 14	7:30 p.m.-Board Meeting, Board Room
12,	Adjourn

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

SPECIAL MEETING

NOVEMBER 9, 2009

6:00 P.M.

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Introduction of Candidates
Donna Brown
William Ehrlich
Mark Erle
Seth Flanders, III
Brian Higgins
Giovanni Landi
Sandy Rhodes
3. Interview
4. Selection
5. Requests to Address the Board
6. Adjourn

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING

December 7, 2009

7:30 p.m.

Board Room
800 Pine Street, Emmaus, PA

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Election of President Pro Tempore
4. Oath of Office

Alan Earnshaw
Francee Fuller
Rebecca Heid
Michael Policano, Jr.
5. Election of President
6. Election of Vice President
7. Setting Time & Place of Board Meetings

Motion by _____, Seconded by _____
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 2010 unless advertised otherwise:

January 11, 25
February 8, 22
March 8, 22
April 12, 26
May 10, 24
June 14, 28
July 12
August 9, 23
September 13, 27
October 11, 25
November 8
December 6 Reorganization)
December 13

8. Designation of Newspapers of General Circulation for Advertising Purposes

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors designate the following newspapers for advertising purposes during the 2010 calendar year.

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

9. Lehigh Career & Technical Institute Appointments – 1 appointment

10. General Business (if any)

11. Announcement

Monday, December 14

7:30 p.m.-Board Meeting
(only meeting in December)

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Student and Staff Recognition:

-Susan Butz Stavin - 700th Win for EHS Field Hockey Coach; Coach of the Year

-Lori Sheipe-Teacher of the Year, PA State Association for Health, PE, Recreation & Dance

-Coaches and Team Members, EHS Girls' Cross Country Team

Dan Wessner-Head Coach
Doug Finley-Assistant Coach

Athletes

Kelsey Coates
Amanda Faust
Brianna Faust
Christina Faust
Lydia Brough
Juliet Dodd-o
Megan Smolinski
Kelli Steinert

-Derek Weber, Eagle Scout Project, Freedom Memorial Garden, Lower Macungie Twshp.

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the minutes for the following meetings:

November 9, 2009-Special Board Meeting
November 9, 2009-Regular Board Meeting
December 7, 2009-Reorganization Meeting

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

1. District Update

2. EHS Program of Studies Revisions - 2010-2011 - Exhibit 1

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the EHS Program of Studies Revisions for the 2010-2011 School Year.

3. Personnel

Motion by _____, Seconded by _____

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

Retirements/Resignations

-Robert Kovalchick, Assistant Supervisor of Maintenance, effective April 30, 2010 (Exhibit 2)
-Terri Gasper, Administrative Assistant at Lower Macungie MS, effective February 5, 2010 (Exhibit 3)
-Jean Deischer, Instructional Assisant at Lower Macungie MS, effective January 29, 2010 (Exhibit 4)
-Linda Hengeveld, Food Services Assistant, effective December 31, 2009 (Exhibit 5)
-Virginia Kulp, Food Services Assistant, effective December 23, 2009 (Exhibit 6)

Leaves as Per Collective Bargaining Agreement

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Kelly Duffy	EHS, Business Teacher	12/7/09-6/30/10
Amy Wikert	Jefferson, Health/PE Teacher	12/21/09-4/16/10
Laura Oswald	Special Education Teacher, LMES	11/13/09-2/2/10

Alison Horner	Special Education Teacher, EHS	1/4/10-2/5/10
Kristin Bruckner	Special Education Teacher, LMES	12/8/09-4/16/10
Heather West	Art Teacher, Alburdis/LMES	1/4/10-2/3/10

Requests for General Leaves of Absence (Board Policy 539)

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Carol Richards-Brown	Health Room Aide, EHS	1/14/10-1/13/11
Justine Bower	Staff Assistant, Alburdis	11/18/09-11/17/10
Carole Limar	Staff Assistant, Shoemaker	12/8/09-12/7/10
Anna Maria Reichelderfer	Instructional Assistant, Macungie	12/23/09-6/1/10

Appointment of Director of Special Education

Name/Address: Linda Pekarik
2316 Cross Creek Road, Macungie 18062

Education Level: B. A. Degree
M. Ed. Degree (2004)

Undergraduate School: DeSales University

Graduate School: Lehigh University

Certification: Instructional II, Supvr. Special Education,
Social Studies, Special Education

Assignment: Director of Special Education
Vacancy created by resignation of Dr. Murphy.

Effective: January 4, 2010

Experience: 2006-Present: East Penn School District
2001-2006: Brandywine Heights SD
1998-2001: Carbon Lehigh IU

Salary: \$95,000 (Act 93)

Appointment of Supervisor of Special Education

Name/Address: Meredith Frantz
518 North Muhlenberg Street, Allentown 18104

Education Level: B. S. Degree (1997)
M. S. Degree (1999)

Undergraduate School: Bloomsburg University

Graduate School: Bloomsburg University

Assignment: Supervisor of Special Education
Vacancy created by R. Delaco

Effective: To be determined

Certification: Supervisory, Supvr. Special Education
Instructional II, Ment and/or Phys. Handicapped

Experience: 7/2007-Present: Bethlehem Area SD
8/2001-6/2007: Whitehall Coplay SD
1/2000-6/2001: Colonial Intermediate Unit

Salary: \$84,176, plus all benefits under Act 93 Agreement

Building Principal Transfer

Principal: Tara Desiderio

From: Principal, Lower Macungie Elementary School

To: Principal, Wescosville School

Effective: June 21, 2010

Appointment of Professional Employee

Name/Address: Angela Kuntz
4681 Lovers Lane, Slatington 18080

Education Level: B. S. Degree (1997)
M. Degree (1999)

Undergraduate School: Penn State University

Graduate School: Clarion University

Assignment: Speech & Language, Alburdis
Vacancy created by A. Christoff resignation

Effective: To be determined

Certification: Instructional II, Speech & Language Impaired

Experience: 1999-2006: Colonial Intermediate Unit
2006-Present: Northwestern SD

Salary: \$62,620 (Year 11, Col. M)

Appointment of Full-Time Substitute Teachers

Name/Address: Jolanda Veseli
6911 Lincoln Drive, Macungie
Education Level: B. S. Degree (1992)
M. S. Degree (2005)
Undergraduate School: Luigj Gurakugi University, Albania
Graduate School: Brooklyn College
Assignment: Grade 1, Macungie School
Opening created by K. Bruckner Leave
Effective: October 28, 2009
Certification: Instructional I, Elementary; Mathematics 7-12; Math Mid-Level
Experience: 9/92-2/98: HS Social Studies, Shote Galica HS, Albania
12/03-6/05: K-6 per diem substitute, NY Department of Ed
Salary: \$43,744 (Year 1, Col. B)

Name/Address: Katie L. Roberts
208 Holiday House Road, Sellersville 18960
Education Level: B. S. Degree (2003)
B. S. Degree (2010)
Undergraduate School: Lock Haven University
West Chester University
Assignment: Health/PE, Lower Macungie MS
Opening created by M. Webb Leave
Effective: To be Determined
Certification: Instructional I, Health/Phys Ed
Experience: 8/08-1/09: North Penn SD
Salary: \$43,744 (Year 1, Col. B)

Appointment of Instructional Assistants

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Lois Vidal 2430 Dubonnet Drive, Macungie	Eyer MS Vacancy created by D. Miller Resignation/transfer	\$12.49/hr., 32.5 hrs./wk.
Genoveva Cintron-Cortes 1672 Pinewind Drive, Alburtis	Autistic Support/Wescosville New Position (Access Funds)	\$12.49/hr., 31.5 hrs./wk.

Change in Employment Status

<u>Employee</u>	<u>From</u>	<u>To</u>
Jonathan Wenner Social Studies Teacher, EHS	Temporary Professional	Professional Employee
Gloria Hinrichs Staff Assistant, Wescosville New Position (Access Funds)	12.5 hrs./wk.	31.5 hrs./wk.
Lisa Jewel Instructional Assistant (Position Moved)	25 hrs./wk. Shoemaker	25 hrs./wk. Jefferson

Co-Curricular Advisors-Eyer Spring Musical

Faith Andrews	Costume Design	\$ 536.00
Steve Toth	Set Design	\$ 536.00
Steve Braglio	Choreographer	\$1137.00
Anne Garton	Technical Co-Director	\$ 568.50
Dave Willett	Technical Co-Director	\$ 568.50
Mark Domyan	Director	\$2274.00
Justin Brehm	Director	\$1820.00

Co-Curricular Advisors

Katie Bentz	Intern Instructor	\$ 455.00
Michelle Federov	Hiking Club, EHS	\$1080.00
Keith Butler	Envirothon Club	\$ 540.00
	PJAS	\$ 569.00
Steve Baier	Envirothon Club	\$ 540.00
Susan Carville	Animal Rights Club	\$ 569.00
Maria Russo	Breakdance Club	\$ 569.00
Jayne St. Mary	Debate Team	\$ 569.00
Deb Barthold	Earthwatch	\$ 540.00
Eric Luckenbill	Boys Basketball, LMMS	Volunteer
Matthew Laub	Boys Basketball, LMMS	Volunteer
Krystal Scheller	Sign Language Club 2	\$31.56/session
Sean Boyle	Speed Training	\$31.56/session
Wilfred E. Pike	Table Tennis Club	\$31.56/session
Shannon Petrunak	Winter Track Club	\$ 540.00
Eileen Shovelin	Winter Track Club	\$ 540.00
Kim Adams	Computer Club	\$ 540.00
Beth Stoudt	Computer Club	\$ 540.00
Joe Henrich	Web Design	\$ 909.00

Additions to the 2009-2010 List of Per Diem Substitutes

Exhibit 7

Mary Beth Long, Special Education

Appointment of School Physicians

Reimbursement: School Physicals - \$65.00 per hour
Working Paper Physicals - \$45.00/physical

Drs. Robert and Brian Barnes	723 Chestnut Street, Emmaus
Dr. Stephen Farbowitz	6802 Chestnut Street, Allentown
Trexlerstown Medical Center	6802 Hamilton Blvd., Trexlertown (Physicals Only)
Dr. Elmer Long	412 Iroquois Street, Emmaus (Physicals Only)
Dr. Truscott & Dr. Cook	Zionsville Family Practice, 6802 Chestnut Street, Zionsville (Physicals Only)

Carbon Lehigh Intermediate Unit Teacher - After-School Meetings & Homebound Tutoring

Nora Deppen \$33.00/hour

2010 Spring Adult Education Instructors

See Exhibit 8

Educational Conferences - Exhibit 9

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the educational conferences listed on Exhibit 9.

6. Facilities

1. Cross Easement and Facilities Maintenance Agreement - Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Cross Easement and Facilities Maintenance Agreement with Lower Macungie Township as outlined on Exhibit 10.

2. Change Order - Eyer MS

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

Eyer MS

TAB-1 Air Balancing Engineers \$8,359.00

Additional HVAC equipment testing performed over and above contract requirements as required by URS.

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career and Technical Institute

T. Richwine
F. Fuller
A. Earnshaw
R. Heid
T. Richwine

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 addendum, and that the treasurer be authorized to issue checks and vouchers in the amounts indicated.

2. Treasurer's Report

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

3. Facility Rentals

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the rental of school facilities for the Group V organizations listed below:

Patricia Bostick Dance Center - 5925 Tilghman Street, Allentown

Facility: Lower Macungie MS - Auditorium
Dates: May 20; June 2, 4, 5, 2010
Activity: Dance Rehearsal & Recital
Fees: \$370.00 Daily Rental Fee
\$105.00 per hour rehearsal fee (Auditorium)
\$112.00 per hour rental fee (Auditorium)
\$ 16.00 per hour locker room fee
\$ 38.37 per hour custodial fee
\$ 38.37 per hour stage manager fee
\$ 20.00 per hour security fee

Victory Fitness and Dance-4350 Chestnut Street, Emmaus

Facility: Eyer MS - Auditorium
Dates: June 12, 2010
Activity: Dance Rehearsal & Recital
Fees: \$413.00 Daily Rental Fee
\$ 70.00 Daily classroom fee
\$ 38.37 per hour custodial fee
\$ 38.37 per hour technician fee

Prepare Test Preparation and Testing-2250 West Union Street, Allentown

Facility: Emmaus HS, Classroom
Dates: December 9, 16, 23, 2009
January 6, 13, 20, 2010
Activity: SAT Test Preparation
Fees: \$16.00 per hour classroom fee

4. Earned Income Tax Commission

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors set the following commission to be paid to the appointed Municipal Earned Income Tax Officers for the collection of the District's earned income taxes during the period September 26, 2009 through June 30, 2010:

Lower Macungie Township 1.75%

5. Special Fund Disbursements - Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the funds from the Capital Reserve Fund and the 2009 GOB issue as listed on Exhibit 11.

6. Five Year Budget Project; Exceptions; Time Lines

Presenter: Debra Surdoval, Business Manager

9. Announcements

Monday, December 14	7:15 p.m.-CLEAR Session 7:30 p.m.-Board Meeting, Board Room
Monday, December 14	7:00 p.m.-Jefferson Grade 5 Winter Choral Concert 7:00 p.m.-Alburtis Winter Concert
Tuesday, December 15	7:00 p.m.-Lincoln Winter Choral Concert 7:00 p.m.-Eyer Band/Winter Choral Concert
Wednesday, December 16	7:00 p.m.-LMMS Winter Choral Concert
Thursday, December 17	7:00 p.m.-LMMS Winter Choral Concert
Friday, December 18	11:00 a.m.-Early Dismissal, Emmaus HS 7:00 p.m.-EHS Winter Orchestra Concert
December 24-January 4	Winter Holiday (All schools and offices are closed)

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the December 14, 2009 meeting.

4. Bond Refunding/New Issue - Scott Shearer, Public Financial Management; Rhodes & Sinon

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors hereby authorizes the refunding of the (Series A of 2002 Bonds) and/or (Series of 2005 Bonds) at a net present value savings after taking into consideration the deduction of the appropriate share of costs and expenses of issuance and any reduction in reimbursement from the Department of Education of \$_____ and to provide for capital projects consisting of renovations, additions and other improvements to school buildings and facilities of the School District, in accordance with the Financial Discussion, dated January 11, 2010 prepared by Public Financial Management; to finance the costs of such projects by issuing tax-exempt general obligation bonds, and/or Build America Bonds, as applicable, as discussed at this meeting; and to authorize and direct Public Financial Management, as financial advisor, and Rhoads & Sinon LLP, as bond counsel, to do such things as may be necessary or desirable to place before this Board at a regular or special meeting to be held in the near future, a resolution authorizing sale and issuance of such general obligation bonds in an amount sufficient to finance the costs of such projects and a firm bid or proposal for the purchase of general obligation bonds.

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

1. District Update
2. Personnel

Retirement/Resignation

-Terri Gasper, Administrative Assistant at Lower Macungie MS-Exhibit 1
-Alice Ferraro, Food Service, Food Services Department, Alburtis School-Exhibit 2
-Dana Evans, Instructional/Staff Assistant at EHS, effective January 15, 2010-Exhibit 3
-Lisa Jewell, Instructional Assistant, Jefferson School, effective January 22, 2010-Exhibit 4

Appointment of Supervisor of Special Education

(Vacancy created by retirement of Dr. Michael Murphy; transfer of Mrs. Linda Pekarik)

Name/Address:	Jennifer Curtis 6419 Larch Lane, Macungie
Education Level:	B. A. Degree (1997) M. Ed. Degree (2001)
Undergraduate School:	University of Richmond
Graduate School:	Lehigh University
Certification:	Mentally and/or Phys. Handicapped Supervisor of Special Education
Effective:	January 12, 2010
Experience:	8/2001-1/2002: Parkland SD 8/2004-12/2007: Carbon Lehigh IU 1/2008-6/2009: East Penn SD (teacher) 7/2009-Present: East Penn SD (Behavior Analyst)
Salary:	\$75,000, plus all benefits under Act 93 Agreement

Appointment of Instructional/Staff Assistants

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Dimitria Barebo 4640 South Fifth Street Emmaus	Staff Assistant Emmaus HS Vacancy created by transfer of T. Heiges	\$12.49/hr., 12.5 hrs./wk.
Santiago Baraciarte 816 South 12 Street Allentown 18103	Instructional Assist. Shoemaker New Position	\$12.49/hr., 31.5 hrs./wk.
Lisa Underwood 5644 Stonecroft Lane Wescosville 18106	Instructional Assist. Emmaus HS Resignation of R. Donegan And G. Panebianco	\$12.49/hr., 28.5 hrs./wk.

Maintenance Staff Appointment

Michael Klotz 195 Hemlock Trail Lehighton 18235	Mechanic, Maint. A Addition of Groundskeeper & subsequent transfers	\$21.17/hr., 40 hrs./wk.
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Leaves as Per Collective Bargaining Agreement

<u>Employee</u>	<u>Assignment</u>	<u>Effective Dates</u>
Christine Schneller	Elementary	1/12/10-4/16/10
Ellen Martin	Elementary	2/2/10-6/18/10
Kimberly Henry	Elementary	2/2/10-6/18/10

General Leaves of Absence

Susan Davis	Instructional Assistant	1/4/10-6/18/10
Donna Grant	Instructional Assistant	2/8/10-2/7/11

Reference: Board Policy 539, General Leave

Team Leader Appointment

Ashley Landis, Grade 8, Lower Macungie MS

Change in Staff Assistant Hours

<u>Staff Assistant</u>	<u>From</u>	<u>To</u>
Jacqueline Kleis Emmaus HS	23 hours/wk.	32.5 hours/wk.
Kathy Weitner Emmaus HS	28.5 hours/wk.	32.25 hours/wk.
Catherine Bouchat Emmaus HS	Staff Assistant	Instructional Assistant

Co-Curricular Advisors

See Exhibit 5

Additions to the 2009-2010 List of Per Diem Substitutes

Dana Evans, Instructional/Staff Assistant
Carol Solomon, Instructional/Staff Assistant
Kristina Schneider, Special Education
Bei Wang, Health Room Assistant/RN
Felisa Yeith, Music
Courtney Williamson, English
Catherine Simonetta, English

Lorraine Majette, Guest Teacher

Educational Conferences-Exhibit 6

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

6. Facilities

1. Memorandum of Agreement with Lower Macungie Township (Living Outdoor Classroom Educational Opportunity)-Exhibit 7

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Memorandum of Agreement with Lower Macungie Township as outlined in Exhibit 7.

Note: This Agreement was prepared by Solicitor Marc Fisher.

7. Legislative

C. Ballard

8. Business Operations

1. Approval of Bill List

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

2. Approval of Parent/Guardian Transportation Contract

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve a contract with Jennifer Moll, 137 E. South Street, Allentown, PA to transport students to Emmaus High School and Wescosville School from November 16, 2009 until June 23, 2010. The round trip mileage (16 miles/day) will be reimbursed at .55/mile.

3. Special Fund Disbursements - Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the funds from the 2009 GOB issue as listed on Exhibit 8.

9. Announcements

Monday, January 11	7:30 p.m.-Board Meeting, Board Room
Wednesday, January 13	7:00 p.m.-EHS Guidance Information Night for Incoming Freshmen
Monday, January 18	Martin Luther King, Jr. Day-All schools and offices closed.
Monday, January 25	7:30 p.m.-Board Meeting, Board Room

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the minutes of the January 11, 2010 meeting as presented.

4. Bond Information: Scott Shearer, Public Financial Management
Richard B. Wood, Rhoads & Sinon
 1. Report on Parameters Bond Sale
 2. Resolution
5. Technology Demonstration - Michael Mohn, Director of Information Technology
6. Report of the Superintendent of Schools - Dr. Thomas L. Seidenberger
 1. Personnel

Motion by _____, Seconded by _____

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

Resignation

-Julia Schiermeyer, Instructional Assistant, Wescosville School, effective January 29, 2010 (Exhibit 1)

Request for General Leave of Absence

Employee: Robin Dottor
Instructional Assistant, EHS
Time Period: February 22-March 5, 2010
Reference: Board Policy 539, General Leave

Leaves as per Collective Bargaining Agreement

<u>Employee</u>	<u>Effective</u>
Crystal Hussar Special Education, Macungie School	2/4/10-6/13/10
Laura McKelvey Science, EHS	2/14/10-6/13/10
Melissa Sell Gifted Education, Shoemaker/LME	Extending leave to 6/18/10
Tricia Gutman Title I Coordinator	Extending leave to 4/16/10
Heather West Art, Albutis/Shoemaker	Extending leave to 4/16/10
Maureen Webb Health/Wellness, LMMS	2/8/10-6/18/10

Full Time Substitute Teacher Appointments

Name/Address: Marybeth Long
106 Lehigh Avenue, Palmerton 18071
Education Level: B. S. Degree (2005)
M. Ed. Degree (2009)
Undergraduate School: Penn State University
Graduate School: DeSales University

Certification: Instructional I, Special Education
 Assignment: Macungie School, Special Education
 Opening created by C. Hussar Leave
 Effective: January 4, 2010
 Experience: None
 Salary: \$43,744 (Year 1, Col. B)

Name/Address: Christine Charles
 4521 Hess Circle, Allentown 18103
 Education Level: B. A. Degree
 Undergraduate School: Moravian College
 Graduate School: Gwynedd Mercy (Certification Credits)
 Certification: Intern, Business/Computer/Information Tech.
 Assignment: Business Education, EHS
 (Opening created by K. Duffy Leave)
 Effective: December 12, 2009
 Experience: 2/08-6/08: Muhlenberg SD
 Salary: \$43,744 (Step 1, Col. B)

Administrative Assistant Appointment

Name/Address: Julia Schiermeyer
 5524 Fresh Meadow Drive, Macungie
 Assignment: Main Office, LMMS
 Vacancy created by T. Gasper retirement
 Effective: February 1, 2010
 Salary: \$24,600, 35 hrs./wk.

Additions to the 2009-2010 List of Per Diem Substitutes

Amanda Foltz, Elementary
 Andrew Oswald Biology//General Science/Environment
 Stephanie Eddinger, Elementary
 Ashley Krotsick, Middle Level Math/Elementary
 Salima Mody, Guest Teacher, Veteran
 Mary Cullen, Biology/Middle Level Math
 Susan Bristle, Reading Specialist/Elementary
 Dana Evans, Instructional Assistant
 Theresa Kuenzer, Instructional/Staff Assistant

Approval of Increase for Tech Assistants - Effective July 1, 2010

Donna Chobot	\$18.40/hour
Karen Heckman	\$18.40/hour
Patricia Rhodes	\$18.40/hour

Co-Curricular Advisors

See Exhibit 2

Change in Employment Status

Employee	From	To
Lisa Mastroianni	PT Food Serv. Assistant 4.75 hrs./day	FT Food Serv. Assist. 6 hrs./day
Vacancy created by L. Hengeveld retirement		

Appointment of School Dentists

Reimbursement is \$2.00 per exam

Dr. Allen Crawford 530 East Main Street, Macungie	Dr. Jason Pellegrino 5920 Hamilton Boulevard, Wescosville
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Dr. Jennifer Risley 6201 Hamilton Boulevard, Wescosville	Dr. Donald Rother 3261 Route 100, Macungie
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Dr. Timothy Wright
242 Main Street, Emmaus

Educational Conferences

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

7. Facilities

1. Change Order-Approval Request - Willow Lane Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following change orders for the Willow Lane Elementary School:

GC-4	Perrotto Builders, LTD.	
	Larger Window Size	\$10,160.10
	Protection for acoustical wall panels	\$ 2,024.67
	Under counter support panels in admin area	\$ 1,332.45
	Concrete pad in art and faculty courtyards	\$ 6,277.79
	Extension of time due to weather from 11/10/09 to 12/24/09	No Charge
	Total	\$19,795.01

GC-5	Perrotto Builders, LTD	
	Fascia & Soffitt framing for south canopy	\$ 3,413.95
	Gypsum column enclosures	\$ 1,533.70
	Revised door frame opening at loading dock	\$ 504.45
	Revise masonry column and wall height at Tot-lot, faculty and art courtyards	\$ 10,704.57
	Total	\$ 16,156.67

2. Contract Award - Test Adjustment Balance Basic Balancing of HVAC Systems-Willow Lane Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following contract for the basic balancing of the HVAC Systems for Willow Lane Elementary Schools at a cost of \$28,260.00:

Optimum Performance Balancing LLC
31 Green Street
Birdsboro, PA

3. Informational - Plancon H, Project Financing (Exhibit 4)

In accordance with the Department of Education regulations, this document and appended materials will be entered into the minutes of this Board of School Directors Meeting.

8. Business Operations

1. Approval of Bill List

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. Treasurer's Report

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

3. Special Fund Disbursements - Exhibit 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the funds from the on Exhibit 5.

4. Approval of Curtailment of Services Agreement - Clear Choice Energy (Exhibit 6)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Curtailment Services Agreement with Clear Choice Energy as described in Exhibit 6.

Note: This Agreement has been reviewed by the Solicitor. The first year revenue for this Agreement would be \$87,342.92 which would offset much of the district's increase in the cost of electricity.

5. Approval of Certiport Center Agreement (Exhibit 7)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Certiport Center Agreement that will allow students to be tested after completing MicroSoft classes that will give them a certificate of completion.

Note: There will be a \$70.00 fee to the student similar to the payment to take AP Classes.

6. 2010-11 Budget Discussion

1. Index Resolution (Exhibit 8)

9. Announcements

Monday, January 25 6:45 p.m.-CLEAR Session
 7:30 p.m.-Board Meeting

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the minutes for the January 25, 2010 meeting.

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

1. District Update
2. Personnel

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

Appointment of Full Time Substitute Teacher

Name/ Address: Donald Scholl
 797 Hunter Drive, Pennsburg 18073
 Education Level: A. B. Degree (1969)
 M. Ed. Degree (1975)
 Undergraduate School: Wilkes University
 Graduate School: Temple University
 Certification: Instructional II, Physics and Mathematics
 Effective: January 28, 2010
 Assignment: Physics Department-Emmaus HS (.5 Position)
 Opening created by L. McKelvey leave; transfer of K. Washer
 Experience: 9/1969-6/2004: Colonial SD
 Salary: \$10,879.30 (Prorated-Step 1, Col. B)

Appointments for Food Services Department

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Mary Beth Ritter 7832 St. Peters Road, Macungie	PT-FSA-Lincoln Vacancy created by A. Erney transfer to Alburdis	\$13.36/hour, 4.5 hrs./day
Effective: January 4, 2010		
Jackie LaPierre 611 W. Emaus Avenue, Allentown	PT-FSA-Shoemaker Vacancy created by Retirement of V. Kulp	\$13.36/hr., 18.75 hrs./week

General Leave of Absence

Employee: Charlotte Moser
 Staff Assistant, Emmaus HS
 Effective: February 19-March 19, 2010
 Reference: Board Policy 539, General Leave

Change in Employment Status Due to Leave Extensions

<u>Employee</u>	<u>Change</u>	<u>Assignment</u>
Katie Anderson	Semester to Full Year	FTS-Shoemaker School
Reason: Leave extension of K. Smith		
Kathryn Washer	.5 Position to Full Time TPE 1/4/10-6/30/10	Physics, Emmaus HS

Reason: Leave of L. McKelvey

Change in Employment Status - Transfers

<u>Employee</u>	<u>From</u>	<u>To</u>
Michelle Knecht	12.5 hrs./wk. Staff Assistant, Wescosville	31.5 hrs./wk. Instructional Assistant, Wescosville

Reason: Vacancy created by J. Schiermeyer resignation.

Donna Derr Instructional Assistant	15 hrs./wk.	17.5 hrs./wk. 1 on 1 student
Amy Erney	PT Food Service Assist Lincoln	PT Food Service Assistant Alburtis

Additions to the 2009-2010 List of Per Diem Substitutes

Jean Deisher, Instructional/Staff Assistant
Terri Gasper, Instructional/Staff Assistant, Administrative Assistant
Eric Focht, General Science
Jillian Ziegler, Special Education/ML English/Elementary
Ryan Sharkazy, Wellness/Fitness
Jacqueline Schneider, ESL/Early Childhood/Elementary
Ann Goda, Middle Level English/ML Social Studies/Elementary

Co-Curricular Advisors

See Exhibit 1

Educational Conferences - Exhibit 2

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

3. Adoption of Food Crafters Contract - Exhibit 3

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the Collective Bargaining Agreement with the Food Crafters Association/ESP/PSEA/NEA of the East Penn School District for the 2009-2013 school years as presented.

4. Independent Contractor Agreement - Exhibit 4

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Independent Contractor Agreement with Dr. Michael Murphy as outlined in Exhibit 4.

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit	T. Richwine
-Lehigh Career & Technical Institute	F. Fuller
	A. Earnshaw
	R. Heid
	T. Richwine

6. Legislative C. Ballard

7. Business Operations

1. Approval of Bill List

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

2. Approve Record of Investments - Exhibit 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Record of Investments as listed on Exhibit 5.

3. Designation of Additional Depositories

Motion by _____, Seconded by _____
RESOLVED, That, in accordance with Section 621, PA Public School Code of 1949, the East Penn Board of School Directors designate the following additional depositories for the funds of the East Penn School District for the 2009-2010 fiscal year; and, that said depositories furnish a bond in an amount equal to 120% of the highest balance or comply with Act 72 of 1971 of the Pennsylvania Legislature, such bond amounts to include the amount provided by federal insurance:

First Niagara Financial Group
TD Bank

4. Disbursement of Funds - Exhibit 6

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the expenditures from the 2009 GOB Issue as outlined on Exhibit 6.

5. Approval of Application Service Provider Agreement - Exhibit 7

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Application Service Provider Agreement with AssetWorks, Inc., 4955 Steubenville Pike, Pittsburgh, PA for the services as outlined in Exhibit 7.

6. Adoption of 2010-2011 Preliminary Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the preliminary 2010-2011 budget in the amount of \$120,543,767 with the following tax levies:

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

And be it further

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

8. Announcements

Monday, February 8	7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
February 8 & 9	11:00 a.m.-Dismissal - Middle School Parent-Teacher Conferences
February 11	11:00 a.m.-Dismissal-Emmaus HS
February 12 & 15	President's Holiday - Schools and Offices closed.
February 16	7:00 p.m.-Eyer Incoming 7th Grade Parent Meeting
February 19	11:00 a.m.-Middle Schools Early Dismissal
Monday, February 22	7:30 p.m.-Board Meeting

9. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the February 8, 2010 meeting.

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

1. District Update
2. Personnel

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

Reappointment of Assistant Superintendent of Schools

That the East Penn Board of School Directors, upon the recommendation of Dr. Thomas L. Seidenberger, Superintendent of Schools, approve the reappointment of Dr. Denise M. Torma to the Commissioned Office of Assistant Superintendent for a five year term beginning July 1, 2010 through June 30, 2015.

Retirements

- Lisa Baron, English teacher, Emmaus HS, effective June 30, 2010 (Exhibit 1)
- Marie C. Knauss, Food Services Department, effective February 10, 2010 (Exhibit 2)

Request for General Leave of Absence

Employee: Annette Hoppes
Administrative Assistant, EHS Library
Effective: March 16-May 16, 2010
Reference: Board Policy 539, General Leave of Absence

Food Services Department Appointment

Name/Address: Sue Edelman
30 W. School Street, Alburtis 18011
Effective: February 23, 2010
Assignment: Part Time Food Services Assistant, EHS
Vacancy created by transfer of L. Mastroianni.
Salary: \$11.96/hour, 23.75 hrs./wk.

Change in Employment Status

Employee: Amy Erney
From: PTFSA - 4.5 hrs./day, Lincoln
To: FTFSA-5 hrs./day, effective November 9, 2009
Vacancy created by A. Ferraro resignation

Co-Curricular Advisors

Stephen Toth	Eyer Softball Assistant	Volunteer
Carl Kreft	EHS Winter Guard Assistant	\$1137.00
Joe Baccile	EHS Girls Soccer Assistant	Volunteer

Additions to the 2009-2010 List of Per Diem Substitutes

Erin Taylor, Music Christopher Kimmey, Music Joseph Reiter, Music Math
Delia Vey, ML Math, ML Science, Biology
Jill Higgins, English, Communications, Elementary

2010-2011 East Penn School District Calendar - Exhibit 3

That the East Penn Board of School Directors adopt the 2010-2011 calendar as presented in Exhibit 3.

Educational Conferences - Exhibit 4

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

5. Curriculum Update

-Claudia Shulman, Director of Curriculum & Instruction

6. Legislative

C. Ballard

1. Proposed Amendment to PSBA By Laws

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the submission of the following Amendment to the Pennsylvania School Boards Association By Laws Committee for consideration:

New Item: Section 5. Meeting Procedures, D.

Any representative on the council who has a conflict of interest or potential conflict of interest with any proposal shall be required to abstain from voting on that proposal. If the representative with a conflict of interest or potential conflict of interest wishes to make a statement about the proposal during the council's deliberations, he or she shall disclose the nature of the conflict of interest at the beginning of his or her remarks.

7. Facilities

1. Verizon Right of Way - Willow Lane Elementary School - Exhibit 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Verizon Right of Way for Willow Lane Elementary School as described in Exhibit 5.

8. Business Operations

1. Fiscal Issues

2. Approval of Bill List

Motion by _____, Seconded by _____
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.

3. Treasurer's Report

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

4. Disbursement of Funds - Exhibit 6

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the appropriate accounts as described in Exhibit 6.

9. Announcements

Monday, February 22	6:45 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
Friday, February 26	6 p.m. or 7 p.m. Seating-Pasta & Pi-Jazz, EHS Cafeteria
Monday, March 8	7:30 p.m.-Board Meeting

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Presentation:

-AIA Award of Merit for Eyer Middle School - Architects Paul Felder & George Moore,
The Architectural Studio

-Option for EHS Baseball Field - Craig Neeley, Emmaus Borough Manager

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the February 22,
2010 Board Meeting.

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

1. District Update

2. Personnel

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

Resignation

-Jessica Malewicz, Instructional Assistant at Wescosville School, effective
March 8, 2010 (Exhibit 1)

Temporary Professional Employee Appointment

Name/Address: Angela Miksits
4440 Calvert Street, Center Valley 18034
Education Level: B. S. Degree (2007)
M. S. Degree (2009)
Undergraduate School: Kutztown University
Graduate School: East Stroudsburg University
Certification: Instructional I: Speech and Language Pathologist
Assignment: Speech Teacher, LMMS
Vacancy created by E. Wildonger resignation.
Effective: March 9, 2010
Experience: 6/07-6/09: Sayegh Pediatric Therapy Associates
10/00-4/03: Lifepath
Salary: \$51,510 (Year 1, Col. M)

Additions to the 2009-2010 List of Per Diem Substitutes

Sheryl Krissinger, Instructional/Staff Assistant
Kathryn Higgins, Special Education, Elementary
Rudolf Kline, Health/Physical Education
Andrew Rohmann, Mathematics
Teresa Bauernschmidt, School Nurse

Leave as Per Collective Bargaining Agreement

Employee: Megan Dunton
Elementary Teacher, Shoemaker School
Effective: March 29-June 18, 2010

General Leave of Absence

Employee: Jane Sullivan
Instructional Assistant, Eyer MS
Effective: March 8-31, 2010
Reference: Board Policy 539, General Leave

Co-Curricular Appointments

Erin Knecht
Alicia Essex,

LMMS Softball, Volunteer
EHS B/G Track Volunteer

Educational Conferences (Exhibit 2)

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

6. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

1. 2010-2011 Operations and Programs Services Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2010-2011 Operations and Programs Services Budget of the Carbon Lehigh Intermediate Unit for the first year July 1, 2010 to June 30, 2011.

-Lehigh Career & Technical Institute F. Fuller
A. Earnshaw
R. Heid
T. Richwine

7. Legislative C. Ballard

8. Business Operations

1. Approval of Bill List

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. Disbursement of Funds - Exhibit 3

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 2009 GOB Issue as listed on Exhibit 3.

9. Announcements

Monday, March 8 7:30 p.m.-Board Meeting, Board Room
Staff In Service Day - No School for Students

Sunday, March 14 Daylight Savings Time Begins (Turn Clocks Ahead)

Thursday, March 18-20 EHS Drama Department presents "Sweeney Todd School Edition"
Thursday, March 18 -8:00 p.m.
Friday, March 19 - 8:00 p.m.
Saturday, March 20 - 2:00 p.m. & 8:00 p.m.

March 22-26 Kindergarten Registration
Please see East Penn Website (eastpennsd.org) for registration Schedule and Details.

10. Adjourn.

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Lehigh Carbon Community College 2010-2011 Capital & Operating Budget

-Don Snyder, President of LCCC
-Ann Thompson, East Penn Representative on the LCCC Board of Trustees

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Lehigh Carbon Community College 2010-2011 Capital & Operating Budget as presented.

4. East Penn 2008-09 Audit
-Mr. William Gorman, Gorman & Associates, P.C., Certified Public Accountants

5. Approval of Minutes
Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the March 8, 2010 meeting.

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

1. District Update
2. Personnel

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

Retirements/Resignations

-Diane Angermeier, Administrative Assistant at LMMS Library, effective May 24, 2010 (Exhibit 1)
-Ashlee Matelan, Instructional Assistant at Wescosville School, effective March 26, 2010 (Exhibit 2)

Full-Time Substitute Teacher Appointment

Name/Address: Kimberly Wanninger
1307 Windmill Lane, Breinigsville 18031
Education Level: B. A. Degree
M. A. in Teaching Degree
Undergraduate School: University of Texas
Graduate School: The Colorado College
Effective: March 23, 2010
Assignment: Wescosville, Grade 2
Opening created by K. Henry leave extension.
Certification: Instructional I, Elementary, Program Specialist ESL
Experience: 2007-Present: East Penn Per Diem Substitute, FTS
10/99-7/06: Colorado Springs, CO
8/96-5/99: Pearland (TX) Independent SD
Salary: \$43,744 (Step 1, B)

Leave as Per Collective Bargaining Agreement

Employee: Karen Kao
Grade 3, Jefferson School
Effective: April 12-June 23, 2010

Appointment of Instructional Assistants

Name/Address	Assignment	Salary
Chika Acholonu 5299 Greenlawn Drive Macungie 18062	Jefferson Elementary Vacancy created by L. Jewell resignation	\$12.49/hr., 25 hrs./wk.
Terri Kuenzer 720 Penn Street Pennsburg 18073	Lower Macungie MS Vacancy created by J. Deischer retirement	\$12.49/hr., 32.5 hrs./wk.

Co-Curricular Advisors

Kathy Thomas	LMMS Clay Club	\$26/session-4 Sessions
Megan Tucker	Guitar & Keyboard Club	\$569.00, Club B
Stephen Moyer	EHS Assistant Baseball Coach	\$2865.00
Mike Harm	EHS Spring Set Design	\$536.00
Susan Highet	LMMS Art Club	\$26/session-4 Sessions

Change in Employment Status

Employee	From	To
Debra Andrews	FT FSA-EHS-6 hrs./day	FT FSA-EHS-6.75 hrs./day Vacancy created by M. Knauss resignation

Additions to the 2009-2010 List of Per Diem Substitutes

See Exhibit 3

Educational Conferences - Exhibit 4

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

7. Facilities

1. Change Order-Willow Lane

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following
Change Order for the Willow Lane Elementary School:

HVAC-001 Worth & Company \$65,073.86

Installation of Temporary Filters,
cleaning and 2nd replacement, if necessary

2. Baseball Field - Borough of Emmaus

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize pursuing a
partnership with the Borough of Emmaus for the baseball fields at

Emmaus Community Park for an amount not to exceed \$300,000 and \$100,000 for the Williams Street Softball Field; that the funds be transferred from the Capital Reserve Fund; and, that a written Lease Agreement be prepared for Board approval.

8. Reaffirmation of PSBA Standards for Effective School Governance & PSBA Code of Conduct Exhibit 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors reaffirm the PSBA Standards for Effective School Governance and the PSBA Code of Conduct.

Note: Originally approved on June 9, 2008.

9. Business Operations

1. Approval of Bill List

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

2. Treasurer's Report

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

3. Approval of Nutrition Group, Inc. Contract - Exhibit 6

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Food Service Management Contract with Nutrition Group, Inc., Irwin, PA, effective July 1, 2010 through June 30, 2011 and may be renewed by mutual agreement for up to four additional one-year periods.

4. Approval of Transportation Contracts

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve a contract with Jaime Gonzalez, 144 Juniata Street, Allentown to transport a student to Emmaus High School from March 1, 2010 until June 22, 2010. The round trip mileage (10.28 miles/day) will be reimbursed at .50/mile; and,

Be it further

RESOLVED, That the East Penn Board of School Directors approve a contract with Jorge Morel, 716 E. Liberty Street, Allentown to transport students to Lower Macungie MS and Alburty Elementary School from February 2, 2010 to June 22, 2010. The round trip mileage (60 miles/day) will be reimbursed at .50/mile.

5. Budget Transfers - Exhibit 7

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the budget transfers listed on Exhibit 7.

6. Facility Rental

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors grant permission for Prepare Test Preparation and Tutoring, 2250 W. Union Boulevard, Allentown to rent Classrooms in Emmaus HS to help students prepare to take the SAT test on March 24; March 31; April 14, April 21; and April 28, 2010. This is a Group V organization and will be charged the following rental fees:

\$16.00/day classroom rental fee

7. Disbursement of Funds - Exhibit 8

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 2009 GOB Issue as listed on Exhibit 8.

10. Announcements

Monday, March 22	7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
April 1, 2, 5	Spring Break - All Schools and Offices are closed.
April 8	7:00 p.m.-EHS Guidance Information Night (10 & 11 Grades)
April 12	7:30 p.m.-Board Meeting, Board Room
April 12-16	PSSA Reading & Math Testing
April 19-23	PSSA Writing Test
April 26-30	PSSA Science Testing

11. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Staff and Student Recognition - Key Club
-EHS Key Club Advisors & Officers/Students
3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the March 22, 2010 meeting.

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

1. District Update
2. Personnel

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

Retirements/Resignations

- Carol M. Collins, Mathematics Teacher at Emmaus HS, effective June 22, 2010 (Exhibit 1)
- Larry Christoff, Social Studies Teacher at Emmaus HS, effective June 22, 2010 (Exhibit 2)
- Anne Beal, Family & Consumer Science Teacher at Emmaus HS, effective June 22, 2010 (Exhibit 3)
- Kimberly Kemp, Instructional Assistant at LMMS, effective April 9, 2010 (Exhibit 4)
- Justine Bower, Staff Assistant at Alburdis School, effective March 22, 2010 (Exhibit 5)

Leaves as Per Collective Bargaining Agreement

Employee	Assignment	Effective
Nikol Kushma	Special Education, Emmaus HS	May 19-June 22, 2010
Rebecca Beitler	Speech Teacher, Shoemaker	May 6-May 28, 2010

Request for General Leave of Absence

Debbie Smoker	Instructional Assistant, Lincoln	March 31-May 30, 2010
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Reference: Board Policy 539, General Leave

Appointment of Temporary Professional Employee

Name/Address: Katelyn Scharl
3022 Alton Avenue, Allentown 18103
Education Level: B. S. Degree (2009)
Undergraduate School: Kutztown University
Assignment: Grade 6, Eyer MS
Vacancy created by K. Bender's death
Effective: April 13, 2010
Certification: Instructional I, Elementary K-6
Experience: 1/12/10-4/12/10-East Penn SD (per diem substitute)
Salary: \$43,744 (Year 1, Col. B)

Appointment of Administrative Assistant

Name/Address: Kimberly Johnson
1981 Strathmore Drive, Macungie
Assignment: Administrative Assistant, Student Services Office
New unbudgeted position
Effective: April 13, 2010
Salary: \$24,600, 35 hours/week

Appointment of Instructional Assistant

Name/Address: Carolyn Landis
3601 Windy Road, Orefield 18069
Effective: April 13, 2010
Assignment: Autistic Support, Wescosville School
Salary: \$12.51/hour, 31.5 hours/week

Additions to the 2009-2010 List of Per Diem Substitutes

Brent Byerly, Health/PE
Linda Zajko, Instructional/Staff Assistant
Sally Romano, Instructional/Staff Assistant
Rachel Doherty, Special Education/Elementary
Julie Kemmerer, Health Room Assistant
Stephanie Miller, English
Kylie Miller, Elementary

Co-Curricular Advisors

Eric Smith Outdoor Activity Club, EHS Volunteer
Kelly Moll Outdoor Activity Club, EHS Volunteer

Change in Employment Status

Employee	From	To
Tina Collura	Instructional Assistant Emmaus HS 32.5 hrs./wk.	Instructional Assistant Wescosville School 31.5 hrs./wk.
Kathleen Durante	PT Food Service Assist. Emmaus HS 4.75 hrs./day	FT Food Service Assist. Emmaus HS 6 hrs./day

Summer Maintenance Program Appointments

See Exhibit 6

Educational Conferences-Exhibit 7

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

6. Facilities

1. Change Order Approvals - Willow Lane Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following change orders for the Willow Lane Elementary School:

<u>GC-6</u>	<u>Perotto Builders, Ltd.</u>	
	-Revised gate structure at chiller and trash enclosure	\$ 1,585.45
	-Increase height of chiller enclosure walls	\$ 9,177.49
	-Deduct for change in corridor floor tile	(\$40,588.49)
	-Recessed Knox Box	\$ 1,311.20
	-Additional drainage pipe at Mill Creek entrance	\$ 5,085.89
	-Cap column piers at north canopy	\$ 726.80
	-Additional under drain at parent drop-off	\$ 2,929.92
	-Construct wall surrounds at security grills in Corridors 145 & 161	\$ 3,079.42
	TOTAL	(\$16,692.32)
<u>GC-7</u>	<u>Perotto Builders, Ltd.</u>	
	-Revise kitchen ceiling tile	\$ 5,272.69
	-Revise wall configuration and window width at Col. 8.5	\$ 2,779.15

TOTAL

\$ 8,051.84

2. Bid Specifications for Boiler Repairs and ATC Upgrades at Emmaus HS & Lower Macungie MS

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors engage Snyder Hoffman Associates, Inc., 1005 West Lehigh Street, Bethlehem to draw up bid specifications for the boiler repairs and ATC upgrades at Emmaus High School and Lower Macungie Middle School at a cost not to exceed \$16,000.00.

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

1. Approval of the 2010-2011 Facilities Plan Committee Report-Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2010-11 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on January 29, 2010. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989 which consists of a series of prioritized inquiries to be considered in determining future locations of the CLIU and school district special education classes.

2. Approval for Trustee in the Lehigh Schools Consortium Trust

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors appoint Debra Surdoval, Business Manager, as the Trustee on behalf of the East Penn School District on the Lehigh Schools Consortium Trust.

Note: The Lehigh Schools Consortium Trust provides a self-insurance program for dental benefits. Former Director of Business & Fiscal Affairs Gary Reigal was East Penn's representative on the Trust.

8. Lehigh Career & Technical School F. Fuller
A. Earnshaw
R. Heid
T. Richwine

1. Approval of 2010-2011 General Fund Budget & Academic Center Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors hereby authorize the expenditures of the Lehigh Career & Technical Institute for the General Fund Budget in the amount of \$22,168,580 and for the Academic Center Budget in the amount of \$1,248,000 for the period of July 1, 2010 through June 30, 2011.

9. 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. Appointment of Auditor

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors appoint the audit firm of Gorman & Associates, P.C. to audit the records of the East Penn School District for the year ending June 30, 2010 at a fee of \$33,350 and a single audit fee of \$3,075 per letter of engagement dated March 11, 2010.

3. Facilities Rental Request

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors grant permission for Carl Schwenk representing The Hilarious Magic of Sam Sandler, 1710 Wagon Wheel Lane, Lansdale to use the Eyer MS Auditorium for a fund raiser show for Action for Autism and Beyond. The date requested is Friday, April 23. This is a Group V organization and will be charged the following fees:

\$413.00-Auditorium Rental Fee
\$22.00/hour - Security Fee
\$\$20.00/hour - Stage Manager Fee

4. Disbursement of Funds - Exhibit 9

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 2009 GOB Issue as listed on Exhibit 9.

5. 2010-2011 East Penn Budget Update

10. Announcements

Monday, April 12	7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
April 12-16	PSSA Reading & Math Testing
April 13	11:00 a.m.-Early Dismissal Middle Schools
April 15, 16 April 17	7:30 p.m.-Seussical, LMMS Auditorium 2:00 p.m. & 7:30 p.m.-Seussical, LMMS Auditorium
April 19-22	PSSA Writing Testing 1:30 p.m.-Elementary Early Dismissal, Parent-Teacher Conferences
April 24	9:00 a.m.-2:00 p.m.-Nutrition, Health & Safety Fair, LMMS 7:00 a.m.-4:00 p.m.-Emmaus Public Library Used Book Sale, LMMS Cafeteria
April 26	7:30 p.m.-Board Meeting
April 26-30	PSSA Science Testing

11. Adjourn

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

JUNE 14, 2010

ADDENDA

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

2A. Personnel

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

Director of Student Services

Name/Address:	Thomas Mirabella 161 Dogwood Drive, Bernville 19506
Education Level:	B. A. Degree (1991) M. Ed. Degree (2001) Graduate Work towards Doctorate
Undergraduate School:	DeSales University
Graduate School:	Lehigh University
Effective:	July 1, 2010
Certification:	Administrative II, Secondary Principal, Social Studies
Experience:	2008-Present: Assistant Principal, Emmaus HS 6/01-9/2008: Principal, Central Catholic HS, Reading
6/00-6/01:	Assistant, Principal, Central Catholic HS, Reading
9/91-6/00:	Bethlehem Catholic HS, Teacher
Salary:	\$94,000, Plus Act 93 Benefits

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the April 12, 2010 Board Meeting.

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

1. Personnel

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

Resignations

-Kristi Parcel-Smith, Elementary Teacher at Shoemaker School, effective June 22, 2010 (Exhibit 1)

-Tracy Beers, Instructional Assistant at Alburdis School, effective March 24, 2010 (Exhibit 2)

-Bryan Reiss, Staff Assistant at Emmaus HS, effective immediately (Exhibit 3)

-Susan Doney, Part-Time Food Service Assistant at Emmaus HS, effective April 12, 2010 (Exhibit 4)

-Patricia Zody, Remedial Assistant at Wescosville School, effective May 14, 2010 (Exhibit 5)

Request for General Leave of Absence

Employee: Cynthia Kubushefski
Library Aide, Wescosville School
Effective: May 3-November 30, 2010
Reference: Board Policy 539, General Leave

Request as per Collective Bargaining Agreement

Employee: Laura Kline
Elementary Teacher, Jefferson School
Effective: May 24-August 30, 2010

Appointment of Administrative Assistant

Name/Address: Janine Miller
6696 Carmel Drive, Macungie
Effective: April 27, 2010
Assignment: LMMS Library
Vacancy created by D. Angermeier retirement
Salary: \$24,600, 35 hrs./wk.

Appointment of Instructional Assistant

Name/Address: Dawn Green
 Effective: April 27, 2010
 Assignment: Alburtis School
 Vacancy created by T. Beers resignation
 Salary: \$12.49/hr., 31.5 hrs./wk.

Additions to the Summer Maintenance List

See Exhibit 6

Additions to the 2009-2010 List of Per Diem Substitutes

Margaret Wieder, Instructional/Staff Assistant Sabrina D'Agostino, Elementary
 Robin Lawrence, Health Room Assistant
 Ann Martin, School Nurse

Change in Employment Status

Employee	From	To
Adrienne Brusko Instructional Assistant	22 hrs./wk., Macungie	28.5 hrs./wk., Macungie (IEP required)
Jackie LaPierre PT Food Service Assistant	3.75 hrs./day, Shoemaker	4.75 hrs./day, Emmaus HS

Co-Curricular Volunteers

Eileen Maguire Marine Fitness Club, EHS Volunteer
 Scott Ellis JV Girls Soccer, EHS Volunteer

Approval of Event Security Personnel Rate

\$14.50 per hour

Educational Conferences-Exhibit 7

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

5. Curriculum and Instruction

1. Presentations:

- STEM Update Mrs. Kristen Campbell, Assistant to the Superintendent
Mrs. Susan Noack, Elementary Curriculum Coordinator
- ESL Update Mrs. Susan Noack, Elementary Curriculum Coordinator
- K-12 Mathematics Dr. Linda Delvernois, Supervisor of Secondary Education
Mrs. Susan Noack, Elementary Curriculum Coordinator

2. Textbook Adoption - Exhibit 8

Motion by _____, Resolved by _____
 RESOLVED, That the East Penn Board of School Directors approve the attached list of textbooks for use in the schools beginning with the 2010-11 school year.

6. Facilities

1. Addendum No. 3 to Agreement Between East Penn School District and URS Corporation-Exhibit 9

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Addendum No. 3 to Agreement Between East Penn School District and URS Corporation as outlined in Exhibit 9.

2. LMMS Technical Education Laboratory Improvements-Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve PDE Document 3074A for Non-Reimbursable Work Subject to Advertising and Bidding Requirements for certain improvements to the technical education laboratory within the Lower Macungie School.

7. Legislative

C. Ballard

8. Business Operations

1. Approval of Bill List

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. Treasurer's Report

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

3. Budget Transfers-Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the budget transfers listed on Exhibit 11.

4. Disbursement of Funds - Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 2009 GOB Issue as outlined on Exhibit 12.

9. Announcements

- Monday, April 26 7:00 p.m.-Executive Session
7:30 p.m.-Board Meeting
-April 28 7:00 p.m.-LMMS Incoming Grade 6 Parents Information Night, - Auditorium
-May 4 9:30 a.m. & 7:00 p.m.-Eyer Incoming Grade 6 Parents Information Night - Auditorium
7:00 p.m.-EHS Orchestra Concert
-May 5 7:00 p.m.-Eyer Band Concert
7:00 p.m.-LMMS Spring Choral Concert
-May 6 7:00 p.m.-LMMS Spring Choral Concert
-May 7 11:00 a.m.-Early Dismissal, Emmaus HS
-May 8 7:00 p.m.-Wescosville Spring Concert at LMMS

- May 8 7:30 p.m.-Fermata Nowhere Concert, Emmaus HS
 - May 10 7:30 p.m.-Board Meeting
10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Staff/Student Recognition:

-Bruce Denmead, EHS Music Teacher/Band Director: Claes Nobel Educator

-John Bradley, EHS Advisor for Steel Hornets Robotics Team

-Team Members:

Cody Myers
Ben Overholts
John Janney
Matt Gutterman
Mark Gundling
Colin Farrell
Chris Hersh
Brandon Davis
Josh Fairhurst
Thomas Guido
Samantha Fruhwirth
Colin Christopoulos
Scott Amankwatia
Brian Baillie
Derek Weber
Jeremy Lim

-Anisha Garg, DaVinci Center Hall of Fame

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the April 26, 2010 meeting.

5. 2010-2011 East Penn Proposed Final Budget Adoption; Senior Citizens Real Estate Tax Rebate Program

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the proposed final 2010/11 budget in the amount of \$121,039,414 with the following tax

levies:

45.36 mills on the assessed valuation of real estate
0.5% (.005) Act 511 Earned Income Tax
1.0% Act 511 Real Estate Transfer Tax

be it further

RESOLVED, That the East Penn Board of School Directors continue the Senior Citizens Real Estate Tax Rebate Program for the 2010-11 year with the income eligibility guidelines to be established at final budget adoption.

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

1. District Update

2. Personnel

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

Retirement/Resignations

-Sandra Hayes, Elementary Teacher at Lincoln School, effective June 22, 2010 (Exhibit 1)

-Will Pike, Health/Wellness Teacher at Eyer MS, effective June 22, 2010
(Exhibit 2)

-Janis Rush, Special Education Teacher at Emmaus HS, effective June 22, 2010
(Exhibit 3)

-Robert Torpey, Special Education Teacher at Lincoln School, effective June 22, 2010 (Exhibit 4)

-Leslie Miller, Maintenance/Custodial Staff, Macungie School, effective July 6,
2010 (Exhibit 5)

Agreement for Permanent Placement-Sunbelt Staff (Exhibit 6)

That the East Penn Board of School Directors approve the Agreement for Permanent Placement with the Sunbelt Staffing, LLC for Joy Dieffenderfer, Speech Therapist, at a cost not to exceed \$15,500.

Appointment of a Temporary Professional Employee

Name/Address: Joy Dieffenderfer
713 Almond Road
Walnutport 18088
Education Level: B. S. Degree (2004)
M. S. Degree (2006)
Undergraduate School: Penn State University
Graduate School: Clarion University
Effective: May 11, 2010
Assignment: New Position
Certification: Instructional I, Speech & Language Impaired
Experience: None
Salary: \$51,510 (Year 1, Col. M)

Leaves as Per Collective Bargaining Agreement

<u>Employee</u>	<u>Effective</u>
Tracy Urban, Elementary Shoemaker School	June 2-June 22, 2010
Danielle Walsh, Secondary Emmaus HS	June 7-June 22, 2010
Colleen Kingsbury, Secondary Emmaus HS	June 8-September 1, 2010
Erica Petrella, Elementary Wescosville School	June 4-September 1, 2010

Co-Curricular Advisor

Steve Braglio Screen Printing Club, Eyer MS \$31.56/session

Additions to the 2009-2010 List of Per Diem Substitutes

Lori Bossert, Elementary Heidi Schaeffer, Social Studies
Sharon Searfoss, Health Room Assistant

Educational Conferences-Exhibit 7

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

3. 2009-2010 School Calendar Modifications

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve a request to the PA Department of Education for an Act 80 exception which will provide that the 2009-2010 school calendar days of October 12, 2009 and March 8, 2010 are considered Act 80 days for AM, PM, and Full Day Kindergarten programs at the Lower Macungie Elementary School.

4. Athletic Fees/Ticket Pricing - Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Athletic Fees and Ticket Pricing for the 2010-2011 as listed on Exhibit 8.

7. Facilities

1. Non-Reimbursable Projects

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve PDE Document 3074A for Non-Reimbursable Work Subject to Advertising and Bidding Requirements for the following projects:

- Eyer MS: Installation of Standing Seam Roof over Existing Maintenance Shed
- Eyer MS: Locker Replacement in Boys Gym Locker Room
- Emmaus HS: Locker Replacement with Boys & Girls Natatorium Changing Rooms
- Emmaus HS & LMMS: Boiler Repair/Replacement
- Emmaus HS: Roof Repair/Replacement

8. Other Educational Entities

- Carbon Lehigh Intermediate Unit
- Lehigh Career & Technical Institute

T. Richwine
F. Fuller
A. Earnshaw
R. Heid
T. Richwine

- Lehigh Carbon Community College

1. Appointment of East Penn Representative to the Board of Trustees

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors reappoint Mrs. Ann Thompson as East Penn's representative on the Board of Trustees for a term of office beginning on July 1, 2010 through June 30, 2016.

9. Legislative

C. Ballard

1. Resolution Supporting House Bill 940 - Exhibit 9

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the resolution supporting House Bill 940 as outlined on Exhibit 9.

10. Business Operations

1. Bid Opening Report: General School Supplies; Computer Supplies - Exhibit 10

2. 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.

3. Facility Rental

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors grant permission for Dance Fusion Performing Arts Studio, Fogelsville to use the Emmaus HS Auditorium for a dance rehearsal and recital on June 18 and 19, 2010. This is a Group V organization and will be charged the following rental fees:

\$370 rental fee (rehearsal)	\$20/hr. Stage Manager Fee
\$413. rental fee (recital)	\$21/hr. Security
\$70 rental fee chorus rooms	\$51.16 Custodial Time

4. Disbursement of Funds - Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 2009 GOB Series and the Capital Reserve Fund as listed on Exhibit 11.

11. Announcements

- Monday, May 10 7:00 p.m.-CLEAR Session
 7:30 p.m.-Board Meeting
- Thursday, May 13 2010 FREDDY Awards nominations will be announced at noon on WFMZ.
- Monday, May 17 7:00 p.m.-EHS Band Concert
- Tuesday, May 18 7:00 p.m.-LMMS Bands & Orchestra Spring Concert
- Wednesday, May 19 7:00 p.m.-Lincoln Open House
 7:00 p.m.-Alburtis Spring Concert
- Wednesday, May 19 7-8:30 p.m.-Shoemaker Annual Art Contest and Open House
 7-8:30 p.m.-Wescosville Open House
- Thursday, May 20 4:00 p.m.-Performing Arts Banquet
 7:00 p.m.-Macungie Spring Concert
- Monday, May 24 7:30 p.m.-Board Meeting

End of Year Calendar

- June 18 Elementary: 1:30 p.m. Dismissal (Kindergarten students follow a Wednesday Schedule)
 Middle Schools: Regular School Day
 Emmaus HS: Regular Exam Schedule
- June 21 Elementary: 1:30 p.m. Dismissal (Kindergarten students follow a Wednesday schedule; last day for PM Kindergarten schedule)
 Middle Schools: Regular School Day
 Emmaus HS: Regular Exam Schedule
- June 22 11:00 a.m. Dismissal: EHS & Middle Schools
 12:00 p.m. Dismissal: Elementary Schools (Last day for students; AM Kindergarten will be dismissed at 12 noon)

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the minutes for the May 10, 2010 meeting.

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

1. District Update
2. Personnel

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

Retirements/Resignations

- Angela DeMario, Supervisor of Special Education, effective August 20, 2010 (Exhibit 1)
- Patricia Horwat, Health Room Assistant, effective immediately (Exhibit 2)

Interim Principal, Wescosville Elementary School

Name: Michele James
 Elementary Literacy Coach
 Education Level: B. S. Degree (1988)
 M. Ed. Degree (2009)
 Undergraduate School: Lehigh University
 Graduate School: Edinboro University
 Experience: 9/94-Present: East Penn SD
 1/93-6/93: Nazareth Area SD
 9/92-1/93: Wyomissing SD
 Effective: May 25, 2010-September 1, 2010
 Salary: \$440.19 per diem rate
 (Opening created by T. Desiderio Leave)

Requests for General Leaves of Absence- Reference: Board Policy 539, General Leave

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Linda Hoosier	Staff Assistant, Macungie	5/19/10-5/19/11
Gena Beky	Elementary, Shoemaker	2010-2011 School Year
Ariel Scholz	Elementary Music	2010-2011 School Year
Robin Weidner Smith	Guidance Counselor, EHS	2010-2011 School Year
Laura McKelvey	Science Teacher, EHS	2010-2011 School Year
Crystal Husser	Special Education, Macungie	2010-2011 School Year

Leaves as per Collective Bargaining Agreement

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Kim Adams	Mathematics, EHS	June 14-22, 2010
Meghan Dunton	Elementary, Shoemaker	8/31/10-1/27/11
Maureen Webb	Health/Wellness, LMMS	8/31/10-12/12/10

2009-2010 Tenure List

That, 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>
Michael McInerney	Guidance Counselor	Emmaus HS
Jennifer Sosnovik	Learning Support	Macungie School

Appointment of Temporary Professional Employee

Name/Address: Caitlin Carney
2041 West Walnut Street, Allentown 18104
Education Level: B. S. Degree (2006)
M. Ed. Degree (2008)
Undergraduate School: Lehigh University
Graduate School: Lehigh University
Effective: 8/31/2010
Assignment: Grade 4, Shoemaker School
Vacancy created by K. Smith resignation
Experience: 8/2008-Present: East Penn SD
Salary: \$54,221 (Col. M, Year 3)

Full Time Substitute Teacher Appointment

Name/Address: Ryan Williams
2 Naylor Court, Quakertown 18951
Education Level: B. S. Degree (2001)
M. A. Degree (2006)
Undergraduate School: Penn State University
Graduate School: Arcadia University
Effective: 8/31/2010
Assignment: Music, Elementary Orchestra
Opening created by A. Scholz leave.
Experience: 9/09-6/2010: East Penn SD
9/2003-7/09: Souderton Area SD
Salary: \$45,508 (Col. B, Year 2)

Appointment of Instructional Assistant

Name/Address: Sharon Detrick
457 Lauren Drive, Alburtis 18011
Effective: May 25, 2010
Assignment: Emmaus HS
Vacancy created by J. Malewicz resignation & transfers
Salary: \$12.49/hr., 32.5 hrs./day

Change in Assignment

Employee: Brian Huber
Instructional Assistant
From: Lincoln
To: Lower Macungie MS
Vacancy created by K. Kemp resignation.
Effective: May 25, 2010
Salary: 12.49/hr., 32.5 hrs./wk.

2010 Extended School Year Assignments

See Exhibit 3

Summer Book Repair Program

Sharon Woodeschick Debbie Moyer

Addition to the 2010-2011 List of Per Diem Substitutes

Ashley Williams, Elementary, ESL Kerri Didra, Technology Education

Educational Conferences-Exhibit 4

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

3. 2010 List of Graduates - Exhibit 5

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the 2010 list of Emmaus High School graduates.

Note: This is a complete list of seniors and only those who meet the graduation requirements will be graduated.

5. Legislative C. Ballard

6. Business Operations

1. Approval of Bill List

Motion by _____, Seconded by _____

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

2. Bid Awards - Computer Supplies & General School Supplies - Exhibits 6 & 7

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize the contract awards for the successful bidders listed on Exhibits 6 & 7.

3. Appointment of Treasurer

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint Lynn A. Glancy as Treasurer for a term effective July 1, 2010 to June 30, 2011; and that he be directed to perform such duties as are appropriate for the position in accordance with the Public School Code of 1949, as amended, Section 436-443; that he shall implement federal, state and local policies and regulations at the direction of the Board of School Directors and the Superintendent of Schools; and, that the Treasurer's bond be set at \$500,000 to be paid by the East Penn School District.

4. Designation of 2010-11 Depositories

Motion by _____, Seconded by _____

RESOLVED, That, in accordance with Section 621, PA Public School Code of 1949, the East Penn Board of School Directors designate the following depositories for the funds of the East Penn School District for the 2010-2011 fiscal year; and that said depositories furnish a bond in an amount equal to 120% of the highest balance or comply with Act 72 of 1971 of the Pennsylvania Legislature, such bond amounts to include the amount provided by federal insurance:

Citizens Bank
Embassy Bank
First Niagara Financial Group
First Star Savings Bank
Lafayette/Ambassador Bank (Fulton Financial)
M & T Bank
National Penn Bank
PA Treasury/Invest Trust
PA Local Government Investment Trust
Quakertown National Bank
Sovereign Bank
TD Bank
US Bank Corporate Trust Services
Wachovia Bank (Wells Fargo)

5. Earned Income Tax Commission

RESOLVED, That the East Penn Board of School Directors set the following commission to be paid to the appointed Municipal Earned Income Tax Officers for the collection of the District's earned income taxes during the period July 1, 2010 through June 30, 2011:

Borough of Albutis	5%, plus 1/2 of printing & postage costs
Borough of Emmaus	2.5%

Borough of Macungie	5%, plus 1/2 of printing & postage costs
Lower Macungie Township postage	1.75%, plus our share printing & postage
Upper Milford Township	5%, plus 1/2 of printing & postage costs

6. Earned Income Tax Bonds

RESOLVED, That the East Penn School Board of Directors direct the East Penn School District Municipal Earned Income Tax Officers to provide fidelity bonds to the School District in the following sums:

Borough of Alburdis
Joann Conrad, or Successor
Bond required: \$50,000

Borough of Emmaus
Berkheimer Associates
Bond required: In accordance with contract

Borough of Macungie
Rose Nonnemacher, or Successor
Bond required: \$120,000

Township of Lower Macungie
Keystone Collections Group
Bond required: \$1,000,000

Township of Upper Milford
Gail Lichtenwalner, or Successor
Bond required: \$250,000

7. Disbursement of Funds - Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 2009 GOB Series as listed on Exhibit 8.

7. Announcements

Monday, May 24	7:00 p.m.-CLEAR Session (Superintendent's Conference Room) 7:30 p.m.-Board Meeting, Board Room
Monday, May 31	Memorial Day-All Schools and Offices are closed.
Thursday, June 3	6:30-9:30 p.m.-Emmaus HS Art Show
Monday, June 14	7:30 p.m.-Board Meeting, Board Room

Graduation Information

Saturday, June 12	9:00 a.m.-Baccalaureate, EHS Gym
Sunday, June 13	1:00 p.m.-Graduation, Lehigh University's Stabler Arena

8. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Award Presentations - Mrs. Susan Arnold, EPEA President
3. Requests to Address the Board
4. Approval of Minutes

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the minutes of the May 24, 2010 meeting.

5. Report of the Superintendent of Schools-Dr. Thomas L. Seidenberger, Ed. D.

1. District Update
2. Personnel

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

Resignations/Retirements

- Bruce Sarte, Network Services Manager, effective July 1, 2010 (Exhibit 1)
- Barbara Kline, Food Services Department, June 2, 2010 (Exhibit 2)
- Lisa Jones, Instructional Assistant at Jefferson School, effective June 9, 2010 (Exhibit 3)

Temporary Professional Employee Appointment

Name/Address: Katie Anderson
 3 Meadow Springs Lane, Oley 19547
 Education Level: B. S. Degree
 Undergraduate School: Kutztown University
 Certification: Instructional I, Elementary
 Effective: August 31, 2010
 Assignment: Grade 3, Lincoln School
 Vacancy created by transfer of H. Moser to IST
 Experience: 9/2009-6/2010: East Penn SD
 Grade 3, Shoemaker
 Salary: \$45,508 (Year 2, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address: Marybeth Long
 106 Lehigh Avenue, Palmerton 18071
 Education Level: B. S. Degree (2005)
 M. Ed. Degree (2009)
 Undergraduate School: Penn State University
 Graduate School: De Sales University
 Certification: Instructional I, Special Education
 Effective: August 31, 2010
 Assignment: Special Education, Macungie School
 Opening created by C. Hussar leave
 Experience: 1/2010-6/2010: East Penn SD
 Salary: \$45,508 (Year 2, Col. B)

General Leaves of Absence

Employee	Assignment	Effective
Pauline Lokay	Food Service Dept., LMES	May 11-June 22, 2010
Anthony Campanell	Hall Monitor, EHS	May 18, 2010-May 17,2011

Reference: Board Policy 539, General Leave

Technology Department Summer Maintenance

Returning Students: Ben Roth; Jordan Mosser; Daniel Reinert
New Students: Aaron Matthias-Long; Edward C. Hanna,
Christopher Hersh; Douglas Weitner

Addition to the 2009-2010 Per Diem Substitute List

Joanne Kuhns, Food Services Department

2010 Emmaus HS Summer Learning Academy

Heather Day	Barry O'Connell
Stephanie Schwab	Deb Zosky
Eric Luckenbill	Charles Sonon
Stephanie Larkin	Diane Sherwood
Aaron Gavin	Derek Grabfelder
Sarah Kinzel	Beth Witte
Jayne Espenshade	Jeannine Martini
Lori Sheipe	Stuart Speicher
Juliet McCleery	Amber Burian
Eleni Assise	Sue Arnold
Ross Duffield	Deb Swann
Richard Pearce	

Extended School Year (ESY) Appointments

Dave Iobst, Teacher
Jackie Kleis, Instructional Assistant Substitute
Katie Schaffer, Elementary, Instructional Assistant Substitute
Connie Corkery, Elementary Instructional Assistant Substitute

2010-2011 Department Chairs

See Exhibit 4

2010-2011 Subject Area Leaders-Elementary & Secondary

See Exhibit 5

Educational Conferences

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the following educational conferences:

Educational Conference:	An Overview of Healthcare Reform Legislation, Bethlehem
Date(s):	June 9, 2010
Attending:	Noelle Keeler, Human Resource Specialist
Cost:	\$33.00
Educational Conference:	American Classical League 63rd Annual Institute, Winston-Salem, NC
Date(s):	June 26-29, 2010
Attending:	Tiffany Snyder, Latin Teacher, EHS
Cost:	\$865.90
Educational Conference:	New Ethics Principles, Carbon Lehigh IU
Date(s):	June 28, 2010
Attending:	Kate Heffelfinger, School Psychologist, EHS
Cost:	\$100.00

3. Agreement with Katzenbach School for the Deaf - Physical and Occupational Therapy Services

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Agreements with Katzenbach School for the Deaf, Lawrenceville, NJ to provide physical and occupational therapy services effective July 1, 2010 through June 30, 2011 and will be compensated at the rate of \$85.00 per visit.

6. Policy

1. Board Policy 707, Attachment 1-Use of School Facilities, Rental Fees (Exhibit 6)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Attachment 1, Use of School Facilities, Rental Fees as described in Exhibit 6.

7. Facilities

1. Willow Lane Elementary School-Substantial Completion

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Certificates of Substantial Completion for Willow Lane Elementary School as follows:

Worth & Company Building Area C, Multipurpose Room 182, Ramp 177, Stage 178, Storage 181

Wind Gap Electric Building Area C, Multipurpose Room 182, Ramp 177, Stage 178, Storage 181

8. Legislative

C. Ballard

9. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

1. Ballots - Election of CLIU Board Members

Return to Board Secretary

-Lehigh Career & Technical Institute F. Fuller
A. Earnshaw
R. Heid
T. Richwine

10. Business Operations

1. Approval of Bill List

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

2. Capital Reserve Fund Transfer

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the transfer of \$294,222.52 into the Capital Reserve Fund.

Note: These funds are the General Fund savings for the 2009-2010 fiscal year resulting from the bond refinancings that settled on December 30, 2009 and March 1, 2010.

3. Authorization to participate in contracts issued by the Department of General Services for the 2010-2011 School Year

Motion by _____, Seconded by _____
WHEREAS, Act 57 of May 15, 1998 permits local public procurement units to participate in those contracts for supplies, services, or construction entered into by the Department of General Services (SGS) that are made available to local public procurement units. A "local public procurement unit" is defined as any political subdivision, public authority, education, health, or other institution; and to the extent provided by law, any other entity, including a council of governments or an area government; 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.

4. Authorization to participate in joint purchasing for the 2010-11 year

Motion by _____, Seconded by _____

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 Scholl District hereby requests authorization to participate in purchase contracts of the Carbon Lehigh Intermediate Unit, Lehigh Career & Technical Institute, U.S. Communities, Pennsylvania Education Joint Purchasing Council, PENNCON, and PEPPM.

5. Disbursement of Funds - Exhibit 7

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 32-2009 GOB series as outlined in Exhibit 7.

11. Announcements

Monday, June 14 7:00 p.m.-CLEAR Session
7:30 p.m.-Board Meeting

End of Year Calendar

June 18 Elementary: 1:30 p.m. Dismissal (Kindergarten students follow a Wednesday Schedule)
Middle Schools: Regular School Day
Emmaus HS: Regular Exam Schedule

June 21 Elementary: 1:30 p.m. Dismissal (Kindergarten students follow a Wednesday schedule; last day for PM Kindergarten schedule)
Middle Schools: Regular School Day
Emmaus HS: Regular Exam Schedule

June 22 11:00 a.m. Dismissal: EHS & Middle Schools
12:00 p.m. Dismissal: Elementary Schools (Last day for students; AM Kindergarten will be dismissed at 12 noon)

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the minutes of the June 14, 2010 meeting.

4. 2010-2011 East Penn School District Budget

1. 2010 Homestead and Farmstead Resolution

Motion by _____, Seconded by _____
RESOLVED, by the Board of School Directors of East Penn School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2010, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2010:

a. Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,755,993.35.

b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$37,931.29.

c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,793,924.64.

2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. Homestead property number. The number of approved homesteads within the School District is 15,991.

b. Farmstead property number. The number of approved farmsteads within the School District is 26.

c. Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 16,017.

3. Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the aggregate amount available during the school year for real estate tax reduction of \$1,793,924.64 by the aggregate number of approved homesteads and approved farmsteads of 16,017, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$112.00.

4. Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$112.00 by the School District real estate tax rate of 45.32 mills (.04532), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,471.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,471.00.

5. Homestead/farmstead exclusion authorization – July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the

homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,471.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,471.00. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. Homestead/farmstead exclusion authorization – interim real estate tax bills.

No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

2. 2010-11 Budget - Final Adoption; Approval of Senior Citizens Real Estate Tax Rebate Program; Installment Payment Plan

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the 2010-11 budget that was tentatively adopted on May 10, 2010, and revised; and,

Be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of PA, hereby authorize expenditures totaling \$120,804,398 as set forth therein; and,

Be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 45.32 mills per dollar of assessed valuation on real estate, and the following taxes be levied under Act 511:

A one-half percent (.5%) earned income tax, and,
A one percent (1%) real estate transfer tax

Be it further

RESOLVED, That the Senior Citizen Real Estate Tax Rebate Program be continued for the 2010-11 year with the same eligibility income guidelines as the previous year's program; and,

Be it further

RESOLVED, That the East Penn Board of School Directors authorize the collection of school property taxes in installments in accordance with the previous year's schedule.

5. Emmaus Legion Baseball Field Reconstruction Partnership with the Borough of Emmaus at Emmaus Community Park

1. Agreement - Exhibit 1

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Agreement with the Borough of Emmaus to collaborate on the reconstruction of the Legion Baseball Field at Emmaus Community Park as described in Exhibit 1.

2. Lease - Exhibit 2

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Lease with the Borough of Emmaus for the area of Emmaus Community Park known as and comprised of the Legion Baseball Field with the terms and conditions as described in Exhibit 2.

6. Kiwanis/Williams Street Athletic Complex Lease - Exhibit 3

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Lease with the Borough of Emmaus for the use of the Kiwanis/Williams Street Athletic Complex as described in Exhibit 3.

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

1. District Update

2. Personnel

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

Resignations

- Peter Schutzler, Assistant Principal at Lower Macungie MS, (Exhibit 4)
- Donna Chobot, Part-Time Tech Assistant, effective July 6, 2010 (Exhibit 5)
- Sandra Zettlemoyer, PT Food Service Assistant at Wescosville School, effective June 14, 2010

Appointment of Professional Employee

Name/Address: Michelle McMaster
1917 Pine Court, Hellertown 18055
Education Level: B. S. Degree (2000)
M. A. Degree (2006)
Undergraduate School: University of Delaware
Graduate School: Gratz College
Certification: Instructional II, Home Economics, Mid-Level English,
Mid-Level Mathematics
Effective: August 31, 2010
Assignment: Family & Consumer Science, Emmaus HS
Vacancy created by A. Beal retirement
Experience: 8/2001-6/2004: North Penn SD
8/2004-Present: Quakertown Community SD
Salary: \$62,898 (Year 10, M)

Temporary Professional Employee Appointments

Name/Address: James Meehl
24 Brookside Court, Horsham 19044
Education Level: B. S. Degree (2004)
M. A. Degree (2008)
Undergraduate School: Penn State University
Graduate School: Arcadia University
Certification: Instructional I, Health and Phys. Ed.
Effective: August 31, 2010
Assignment: Eyer MS-Health, Wellness, Fitness
Opening created by W. Pike retirement

Experience: 8/2004-6/2008: Franklin Towne Charter School, Philadelphia
8/2008-6/2009: Falls Church (VA) Schools
Salary: \$54,867 (Year 5, Col. M)

Name/Address: Amanda Miller
1862 Latta Street, Allentown 18104

Education Level: B. A. Degree (2007)
M. Ed. Degree (2010)

Undergraduate School: Bloomsburg University
Graduate School: Lehigh University

Certification: Educational Specialist I, Elementary School Guidance
Effective: August 31, 2010
Assignment: Jefferson School-Elementary Guidance
New Position

Experience: None
Salary: \$\$53,575, (Year 1, Col. M)

Full-Time Substitute Teacher Appointments

Name/Address: Lauren Guldeman
2310 S. Filbert Street, Allentown 18103

Education Level: B. S. Degree
Undergraduate School: Kutztown University

Certification: Instructional I, Elementary, Middle Level Science
Effective: August 31, 2010
Assignment: Shoemaker, Grade 2
Opening created by G. Beky Leave

Experience: 9/2009-2/2010: East Penn SD
Salary: \$45,185 (Year 1, Col. B)

Name/Address: Kirsten Tomasello
1576 Kennington Lane, Macungie 18062

Education Level: B. A. Degree (1990)
Undergraduate School: Gettysburg College
Graduate School: Muhlenberg College (Certification Credits)

Certification: Instructional I, Elementary
Effective: August 31, 2010
Assignment: Shoemaker, Grade 5
Opening created by K. Wall leave

Experience: None
Salary: \$45,185 (Year 1, Col. B)

Name/Address: Danielle Cooper
915 State Park Road, Wind Gap 18091

Education Level: B. S. Degree (2005)
Undergraduate School: East Stroudsburg University

Certification: Instructional I, Special Education
Effective: August 31, 2010
Assignment: Special Education, Emmaus HS
Opening created by R. Smith leave and subsequent transfers

Experience: 8/2009-6/2010: East Penn SD
Salary: \$45,508 (Year 2, Col. B)

Name/Address: Britany Kmiec
6690 Hauser Road, Macungie 18062

Education Level: B. S. Degree (2007)
M. Ed. Degree (2009)

Undergraduate School: East Stroudsburg University
Graduate School: Lehigh University

Certification: Educational Specialist I, Secondary School Counselor
Effective: To be Determined
Assignment: Guidance Counselor, Emmaus HS
Opening created by H. Greene leave

Experience: 8/2009-2/2010 & 3/2010-6/2010: Perkiomen Valley SD
Salary: \$53,575 (Year 1, Col. M)

Leave as Per Collective Bargaining Agreement

Employee: Emily Vernon
Shoemaker, Grade 2 Teacher
Effective: August 31-November 2, 2010

Request for General Leave of Absence

Employee: Traci Hicks
Instructional Assistant, Eyer MS
Effective: September 7, 2010-June 30, 2011
Reference: Board Policy 539, General Leave

Appointment of Administrative Assistant

Name/Address: Donna Chobot
9650 Longswamp Road, Mertztown 19539
Assignment: Administrative Assistant, Willow Lane Elementary School
Budgeted New Position
Effective: July 6, 2010
Salary: \$24,900, 35 hours/week

Change in Employment Status

Employee: Jonathan Wenner
Social Studies, Emmaus HS
From: Temporary Professional Employee
To: Professional Employee

2009-2010 Tenure List

That, 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>
Monica Baumer	Speech/Language Teacher	Macungie School

2009-2010 Jump Start Summer Program

See Exhibit 6

Additions to the Summer Learning Academy

Bridget Bokansky
Lisa Breiner
Katelyn Scharl
Sarah Pomerhn
Jane Shingler

Extended School Year Sub List Addition

Sharon Searfoss, Registered Nurse

Approval of Act 93 Compensation/Non-Bargaining Unit Salaries - Exhibit 7

That the East Penn Board of School Directors approve the 2010-2011 Act 93 salaries; and, that the salaries and fringe benefits for the non-bargaining unit employees be approved, effective July 1, 2010.

2010 Summer School Instructors

Andrew Oswald, Science
Eric Focht, Social Studies
Nancy Davis, Family & Consumer Science

Technology Department Summer Maintenance

New Hire: Ryan Maake \$7.55/hr.

Educational Conferences

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the following Educational Conferences:

Conference Title: Building Schools that Learn, Midwestern IU 4,
(online course)
Date: July 11, 2010
Attending: Dr. Ron Renaldi, Principal, Alburtis School
Cost: \$380.00

Conference Title: Going Beyond Data, Midwestern IU 4, (online course)
Date: June 19, 2010
Attending: Dr. Ron Renaldi, Principal, Alburtis School
Cost: \$380.00

- 3. Blended Learning Services Agreement for the Lehigh Valley Cyber Consortium with VLN Partners - Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Blended Learning Services Agreement for the Lehigh Valley Cyber Consortium with VLN Partners as outlined in Exhibit 8.

- 4. 2009-2010 School Calendar Modification

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve a request to the Pennsylvania Department of Education for an Act 80 exception that will provide that the 2009-2010 school calendar day of March 8, 2010 is considered an Act 80 day for the AM Kindergarten programs within the East Penn School District.

- 8. Legislative C. Ballard

- 9. Facilities

- 1. Bid Opening Report-Maintenance Building Storage Roof; Tech Ed Modifications At Lower Macungie Middle School - Information Only - Exhibit 9
- 2. Contract Award - Maintenance Building Storage Roof

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent to Award Contract" to the contractor listed below and in the amount as listed. Said contractor has been deemed lowest responsible bidder meeting the project specifications and requirements for the East Penn School District Maintenance Storage Shed Roof Project:

General Contractor

Gateway Project Management, LLC
2040 Lucon Road
Schwenksville, PA

Contract Award: \$57,750

- 3. Contract Award - LMMS Tech Ed Modifications

Motion by _____, Seconded by _____
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 as listed. Said contractors have been deemed lowest responsible bidders meeting the project specifications and requirements for the Lower Macungie Middle School Project:

General Contractor:

Walter Brucker & Company, Inc.
409 Dublin Pike

P.O. Box 189
Dublin, PA 18917

Base Bid: \$52,800.00
Accepted Alternates: N/A
Total Contract Award: \$52,800.00

HVAC Contractor

Moyer Industrial Contractors
1135 Mage Lane
Gilbertsville, PA 19525

Base Bid: \$70,290.00
Accepted Alternates: N/A
Total Contract Value: \$70,290.00

Electrical Contractor

Orlando Diefenderfer Electrical Contractor
P.O. Box 88
Allentown, PA 18105-0088

Base Bid: \$10,985.00
Accepted Alternates: N/A
Total Contract Value: \$10,985.00

Plumbing Contractor:

Moser Mechanical
4 Devon drive
Easton, PA 18045

Base Bid: \$14,645.00
Alternates Taken: N/A
Total Contract Value: \$14,645

10. Business Operations

1. Approval of Bill List

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

2. Budget Transfers - Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the list of budget transfers on Exhibit 10.

3. Disbursement of Funds - Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 32-2009 GOB Series as outlined on Exhibit 11.

4. District Insurance Policies

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following insurance policies as presented:

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, boiler

coverage and automobile, to ACE USA (PSBA Insurance Trust Program) through USI Insurance Services at the quotation price of \$249,839.

Note: Last year this policy was awarded to ACE USA for a total premium of \$243,876. This increase is due to the completion of the Eyer Middle School Project.

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 \$23,560 through USI Insurance Services.

Note: Last year this policy was awarded to Old Republic Insurance Company for a total premium of \$25,048.

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 \$34,151 through the Miers Insurance Agency.

Note: Last year this policy was awarded to the Pennsylvania School Boards Insurance Trust for a total premium of \$32,816.

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 School Boards Insurance Company of Pa., Inc. (PSBA Insurance Trust Program) at the quotation price of \$370,688 through USI Insurance Services.

Note: Last year this policy was awarded to SBIC for a total premium of \$397,608.

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, and school trip and activities rider and \$5,000,000 catastrophic accident medical benefit for the total annual premium of \$23,449 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 \$1,000,000, which is offered to parents on a voluntary basis through ACE American Insurance Company for \$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 ACE American Insurance Company at a total premium of \$20,459.

11. Announcements

Monday, June 28 7:00 p.m.-CLEAR Session
 7:30 p.m.-Board Meeting

Monday, July 5 Fourth of July-All offices are closed.

Monday, July 12

Board Meeting Cancelled

Summer Board Meetings

August 9 and August 23, 2010

12. Adjourn