

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE

June 22, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:31 p.m., followed by the Pledge of Allegiance.

Board Members Present: K. Bacher (via Skype), C. Ballard, L. Donches, A. Earnshaw, F. Fuller,
R. Heid, Z. Munson, W. Vinovskis

Board Member Absent: S. Rhodes III

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

2. REQUESTS TO ADDRESS THE BOARD

Ann Thompson, 7250 Heather Road, Macungie, PA 18062 – Mrs. Thompson thanked the teachers, administrators and staff expressing she is pleased and grateful for the job they have done.

Kendy Schiffert, Employee - Ms. Schiffert thanked the Board and administration for everything they do to support the students and staff.

Jill Killo, 4665 Mill Road, Emmaus, PA 18049 – Ms. Killo thanked the Board and shared her appreciation of their continued efforts.

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches commented on what he referred to as the public reprimand of Ms. Donches by the Superintendent and shared his concerns regarding salary increases and the budget.

3. APPROVAL OF MINUTES

Motion by Donches, Seconded by Munson
RESOLVED, That the East Penn Board of School Directors approve the minutes of the June 8, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

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

➤ District Update

• 2015-2016 Final Budget

- Due to retirements, savings in salaries, social security, PSERS and workers' compensation, there is a \$197,213 increase in net resources in addition to increased tax assessments. Dr. Schilder is recommending a tax increase of 3.30%, down from 3.78%. Ms. Surdoval indicated that funds were added to both revenue and appropriations to reflect the land sale of 6503 Lower Macungie Road.

➤ 2015-2016 East Penn School District Budget

- President Earnshaw called for the vote on both the 2015 Homestead and Farmstead Resolution and the 2015-16 Budget Resolution stating that under state law these items must be moved together.

Motion by Ballard, Seconded by Vinovskis

RESOLVED, by the Board of School Directors of East Penn School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2015, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

- 1) Aggregate amount available for homestead and farmstead real estate tax reduction.
The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2015:
 - a) Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,756,113.42.
 - b) Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$56,211.55.
 - c) Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,812,324.97.
- 2) Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
 - a) Homestead property number. The number of approved homesteads within the School District is 15,535.
 - b) Farmstead property number. The number of approved farmsteads within the School District is 22.

- c) Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 15,557.
- 3) Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the aggregate amount available during the school year for real estate tax reduction of \$1,812,324.97 by the aggregate number of approved homesteads and approved farmsteads of 15,557, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$116.49.
- 4) Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$116.49 by the School District real estate tax rate of 17.215 mills (.017215), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$6,767.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$6,767.00.
- 5) Homestead/farmstead exclusion authorization – July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$6,767.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$6,767.00. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §6926.341(g)(3), based on homestead/ farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
- 6) Homestead/farmstead exclusion authorization – interim real estate tax bills. No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro-rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the

extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax reflected in the interim tax bill is pro-rated; and, be it further

RESOLVED, That the East Penn Board of School Directors adopt the 2015-16 budget that was tentatively adopted on May 11, 2015, and revised; and, be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of PA, hereby authorize expenditures totaling \$141,389,136 as set forth therein; and, be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 17.215 mills per dollar of assessed valuation on real estate, and the following taxes be levied under Act 511:

A one-half percent (.5%) earned income tax, and, A one percent (1%) real estate transfer tax (District only receives .5%); and, be it further

RESOLVED, That the Senior Citizen Real Estate Tax Rebate Program be continued for the 2015-16 year with the same eligibility income guidelines as the previous year's program.

During the discussion on the motion, the following was noted:

- Ms. Surdoval advised the Board they will receive a bound copy of the approved budget which will include all the updated budget information including the updated individual building budgets. She confirmed the final budget will be on display at the public library and will be posted on the district website.
- Ms. Donches stated she will not be supporting the budget this evening indicating she does not feel enough has been done to lower taxes. She shared her views on curtailment of costs and expressed her concerns which included the following:
 - Resources which affect the students were reduced from the building and central office budgets. Over \$160,000 attributed to the reduction in building budgets.
 - Proposed salary and benefits combined total 5.1% (\$4,467,849)
 - Would save over \$45,000 by implementing a 1% increase for Act 93 salaries rather than an average of 2.5%
 - Ability to curtail costs if early bird contract for teachers had lower percentage of raise increases
 - Paycheck protection
 - Education Reimbursement
 - Reduction of costs by sending out RFP's for all professional services
- President Earnshaw thanked Dr. Schilder and his administration. He also expressed his displeasure with the budget in regard to program cuts, larger tax increase, dipping into the fund balance, class sizes and structural deficit. He echoed Reverend Vinovskis' comments emphasizing teachers are for the students; therefore their salaries are a direct benefit to the students.
- Ms. Heid remains undecided. She acknowledged the difficulties with attempting to stay at the index and requested reassurance the district would be more in line with the index next year. She commended Dr. Schilder for his work on the budget.
- Dr. Schilder stated he and Ms. Surdoval reached out to the township officials and developers to determine anticipated tax revenue.

- Mr. Ballard shared his concerns regarding the district taking money out of budgetary reserve to partially fund the structural deficit. He noted the budget includes an amount from the state that was higher than last year. He further stated an increase in sources of revenue that does not add children to the overall numbers is the only way taxes can be abated.

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

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

Nay: Donches - 1

Absent: Rhodes – 1

5. PERSONNEL

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve items a. through j. including items listed on the addendum (additions to items b. f. & i), as recommended by the Superintendent:

- President Earnshaw announced a correction to item b. Resignation(s). Stan Griffis' effective date is November 14, 2014, not 2015.

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Mary K. Naunas	Psychologist	Macungie/Shoemaker ES	8/13/15
Robin Weider	Staff Assistant	Shoemaker ES	6/10/15

b. Resignation(s) (Exhibits #2 & #2a)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Stan Griffis	Emmaus Band Staff Pit Instructor	N/A	11/14/15 11/14/14
Stephanie Mills	Grade 1 Teacher	Shoemaker ES	6/11/15
Michele Schupp	Staff Assistant	EHS	6/11/15
Jayanne Schwenk	Remedial Assistant	Willow Lane ES	6/11/15
Lois Vidal	Instructional Assistant	Eyer MS	6/8/15
Ann Wexler	Instructional Assistant	Macungie ES	6/10/15
Terri Heiges	Staff Assistant	LMMS	6/22/15
Accepting position of Administrative Assistant at LMMS			

c. General Leave of Absence(s) as Per Board Policy

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Amanda Theis	Grade 2 Teacher	Shoemaker ES	2015-2016 school year

d. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Helen Lippi	Staff Assistant – LMMS	Staff Assistant – EHS
Effective: 2015-16 school year		
Retirement of D. Grois		

<u>Name</u>	<u>From:</u>	<u>To:</u>
Kristina Schware	Part-time Food Service	Part-time Food Service Support
Effective: August 31, 2015	Support Staff – Eyer MS	Staff – EHS
Resignation of B. Hoffman	4 hrs./day	4.75 hrs./day
Ashley Hooks	Instructional Assistant –	Instructional Assistant – Eyer MS
Effective: 2015-16 school year	Wescosville ES	
Moving with student she supports		

e. Administrative Assistant Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary/Hours</u>	<u>Effective Date</u>
Terri Heiges	Lower Macungie MS	\$14.25/hr.	6/23/15
	Transfer of J. Schiermeyer	35 hrs./wk.	

f. Summer Maintenance Program Employee(s)

<u>Name:</u>	<u>Salary</u>
Issac Min	\$7.55/hour
Acacia Garcia	\$7.55/hour

g. Change of Assignment from Summer Technology Maintenance to Summer Maintenance Program

<u>Name:</u>	
Jason Klick	Effective: 6/11/15

h. Professional Employee Appointment(s)

Name:	Courtney Ridley
Education Level:	B.S. Degree – 1996; Reading Specialist & M. Ed. – 2012
Undergraduate School:	University of Connecticut
Graduate School:	Cabrini College
Assignment:	Grade 5 – Alburtis ES
Effective:	August 24, 2015
Certification:	Instructional II; Elementary K-6
Experience:	8/2014 – 6/2015; 8/2013 – 6/2014: East Penn SD, Elementary Sub. 9/2004 – 8/2013: St. Thomas Moore, Elementary Teacher
Salary:	\$62,263; Year 7; M

Name:	Alexa Bernd
Education Level:	B.S. Degree – 2008; M. Ed. - 2012
Undergraduate School:	Pennsylvania State University
Graduate School:	Lehigh University
Assignment:	Instructional Support Teacher – Lincoln ES Resignation of E. Murphy & subsequent transfers
Effective:	August 24, 2015
Certification:	Instructional II; Elementary K-6; English as a Second Language; Middle-Level Mathematics 6-9; Middle-Level English 6-9

Experience: 2014 – Present: Fleetwood Area SD, Literacy Coach
2012 – 2014: Fleetwood Area SD, ESL Teacher
2008 – 2012: Fleetwood Area SD, Elementary Teacher
Salary: \$64,516; Year 8; M

i. Temporary Professional Employee Appointment(s)

Name: Rebecca Grasse
Education Level: B. S.; 2015
Undergraduate School: Kutztown University
Assignment: Grade 2 - Lincoln ES
Retirement of M. Ackerman
Effective: August 24, 2015
Certification: Instructional I, PK-4; Special Education PK-8
Experience: 8/2014 – 6/2015: East Penn SD; Elementary Substitute
Salary: \$51,408; Year 2; B

Name: Erin McLaughlin
Education Level: B. S.; 2012
Undergraduate School: Pennsylvania State University
Assignment: Grade 5 - Jefferson ES
Resignation of J. Vogel and subsequent transfer
Effective: August 24, 2015
Certification: Instructional I, Elementary K-6
Experience: 8/2014 – 6/2015: East Penn SD; Elementary Substitute
Salary: \$51,408; Year 2; B

Name: Meaghan Buck
Education Level: B. A.; 2003
Undergraduate School: Muhlenberg College
Assignment: Grade 7, Language Arts – LMMS
Resignation of Kelly Weaver
Effective: August 24, 2015
Certification: Teaching Certificate – Moravian College
Instructional II, Elementary K-6; Mid-Level Mathematics 7-9;
Mid-Level English 7-9; Family-Consumer Science K-12
Experience: 8/2014 – 6/2015: East Penn SD; FTS – Gr. 7
12/2013 – 6/2014: East Penn SD; FTS – Gr. 6
1/2013 – 12/2013: Parkland and Northampton SD; Per Diem
Sub.
8/2012 – 1/2013: Parkland SD; FTS – Gr. 2
3/2011 – 6/2012: Parkland SD; FTS – Gr. 6
8/2010 – 3/2011: Parkland SD; FTS – Gr. 7
10/2009 – 6/2010: Allentown SD; FTS – Gr. 4
Salary: \$56,237; Year 3; PC

Name: Jessica Saliby
Education Level: B. A.; 2009
M. Ed.; 2011
Undergraduate School: Muhlenberg College
Graduate School: Lehigh University
Assignment: Teacher, Special Education (Learning & Emotional Support) -
EHS
Retirement of Kathleen Soska and subsequent transfer
Effective: August 24, 2015
Certification: Special Education Certificate – DeSales University
Instructional I, Social Studies 7-12; Special Education 7-12
Experience: 9/2014 – 6/2015: East Penn SD; FTS – Special Ed. (Learning
Support)
2/2010 – 6/2014: Allentown SD; Per Diem Sub.
Salary: \$63,361; Year 2; M+24

Name: Jordan Decker
Education Level: B. S.; 2010
Undergraduate School: Eastern University
Assignment: Teacher, Science – Eyer MS
Retirement of Joseph Dirado
Effective: August 24, 2015
Certification: Instructional I, Elementary K-6; Mid-Level Science 6-9; Mid-
Level English 6-9; Special Ed. PK-12; Mid-Level Citizen Ed. 6-9
Experience: 8/2014 – 6/2015: Quakertown SD; FTS – Gr. 6 Math, Gr. 7
Science, Reading & Language Arts.
8/2013 – 6/2014: Quakertown SD; FTS – Special Education
8/2012 – 6/2013: Quakertown SD; FTS – Gr. 7 Science,
Reading, Lang. Arts, Gr. 8 Science
8/2011 – 6/2012: Quakertown SD; FTS – Math, Gr. 7 Science,
Reading, Lang. Arts.
8/2010 – 6/2011: Quakertown SD; FTS – Gr. 6
Salary: \$50,996; Year 1; B

Name: Mark Keeley
Education Level: B. S.; 2010
M. S.; 2012
Undergraduate School: Bloomsburg University
Graduate School: Wilkes University
Assignment: Teacher, Mathematics - Grade 8 – Eyer MS
Retirement of P. Novobilski
Effective: August 24, 2015
Certification: Instructional I, Mathematics 7-12
Experience: 8/2013 – Present: Wilson SD; Math Teacher
8/2010 – 6/2013: Muhlenberg SD; Math Teacher
Salary: \$61,850; Year 6; M

Name: Kaitlyn Keeley
 Education Level: B. S.; 2010
 M. S.; 2012
 Undergraduate School: Pennsylvania State University
 Graduate School: University of Scranton
 Assignment: Teacher, Special Education (Learning Support) – Eyer MS
 Resignation of S. Schrettner & subsequent transfer
 Effective: August 24, 2015
 Certification: Instructional I, Special Education PK-12
 Experience: 8/2012 – Present: Wilson SD; Teacher – Special Education
 8/2010 – 8/2012: Reading SD; Teacher – Special Education
 Salary: \$61,850; Year 6; M

j. Full-Time Substitute Teacher Appointment(s)

Name: Jonathan Zolomij
 Education Level: B.A. Degree; 2008
 M. Ed. Degree; 2011
 Undergraduate School: University of Pittsburgh
 Graduate School: Lehigh University
 Assignment: Teacher, Computer & Business Applications – EHS
 General Leave – Ann Nero
 Effective: August 24, 2015
 Certification: Instructional I, Social Studies 7–12; Business-Computer-Info.Tech K-12
 Experience: 8/2014 – 6/2015: East Penn SD; FTS – Computer & Business Applications
 1/2012 – 6/2013: East Penn SD; Per Diem Substitute
 Salary: \$51,408; Year 2; B

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

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

k. Act 93 Compensation/Non-Bargaining Unit Salaries

Motion by Fuller, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Act 93 and the Non-Bargaining Unit employees salaries effective July 1, 2015, as per Exhibit #3.

- Ms. Donches recommended only a 1% salary increase or capping salaries at increases of \$1,000. She stated that a number of the Act 93 salary increases would probably cover the tax increase that tax payers would receive this year and that some of the Administration salary increases would actually cover an individual tax payer’s entire bill.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7
 Nay: Donches - 1
 Absent: Rhodes – 1

Motion by Fuller, Seconded by Vinovskis
 RESOLVED, That the East Penn Board of School Directors approve items l. through s., as recommended by the Superintendent:

- l. Co-Curricular Appointments - Schedule B (Exhibit #4)
- m. Teacher Transfer Assignments (Exhibit #5)
- n. 2015-16 Annual Sub Rates (Exhibit #6)
- o. 2015-16 Annual Academic Positions (Exhibit #7)
- p. Additions to Summer School Teacher Assignments

<u>Name</u>	<u>School</u>	<u>Summer School Position</u>
John Barr	EHS	Math Teacher
Kyle Grim	EHS	Health Teacher

- q. Middle Level Summer School Assignments

<u>Name</u>	<u>School</u>	<u>Summer School Position</u>
Darlene Bishop	LMMS	Remedial Assistant

June 23, 2015 – July 23, 2015; Monday – Thursday; 10 hrs./wk.

- r. Additions to Extended School Year Staff Assignments

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Tosheiva Duffy	Health Room Assistant	EHS
Ashley Hooks	Instructional Assistant	Eyer MS
Mary Bloodnick	Instructional Assistant Substitute	As needed
Colene Haas	Instructional Assistant Substitute	As needed

- s. Stipend for Chapter Coordinator and Remedial Coordinator – 2014-15

Dr. Tricia Gutman	Chapter Coordinator	\$2,000
	Remedial Coordinator	\$1,500

These resolutions were duly adopted by the following roll call vote:
 Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Vinovskis - 8
 Absent: Rhodes – 1

6. BUSINESS OPERATIONS

- a. Approval of Bill List

Motion by Munson, Seconded by Ballard
 RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #8.

- Ms. Donches stated she will not be supporting this motion.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7
Nay: Donches - 1
Absent: Rhodes – 1

Motion by Ballard, Seconded by Donches
RESOLVED, That the East Penn Board of School Directors approve items b. c. & e. below:

b. Treasurer’s Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer’s Report for month ended May 31, 2015, as per Exhibit #9.

c. Disbursement of Funds

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

e. Act 80 Exception

RESOLVED, That the East Penn Board of School Directors approve a request to the Pennsylvania Department of Education for an Act 80 exception which will provide that the 2014-2015 school calendar professional development days of August 20, 2014; October 13, 2014; and March 6, 2015 are considered Act 80 days for the PM Kindergarten programs within the East Penn School District.

These resolutions were duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Vinovskis - 8
Absent: Rhodes – 1

d. Grant Acceptance

Motion by Ballard, Seconded by Fuller
RESOLVED, That the East Penn Board of School Directors accept the Safe Schools Grant for \$9,979 for the purchase of two-way radios to be distributed among each of the school buildings.

- Dr. Mirabella clarified the following:
 - Radios purchased are new
 - FCC changed licensing requirement from analog to digital
 - Currently have over 100 radios in the district
 - Possibility within the next 3 to 4 years, FCC will mandate the switch over to digital thereby preventing the transmission from occurring except with the use of digital bandwidth
 - Radios are used during bus duty to report accidents, to call school nurse, used by crossing guards at Willow Lane, used as basic communications for maintenance to assist with

cleanup and will allow the Superintendent to communicate to all buildings at the same time

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

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

Absent: Rhodes – 1

f. Bid Opening Report (Information Only)

The following bids were opened at 2:00 p.m. in Conference Room B of the East Penn School District Administrative Offices on June 12, 2015. Bidder Representatives Present: Tianna Jackson of Jones Masonry, Jacob R. Wolff of Eshbach Brothers, L.P., and a representative from Barker & Barker. Consultant Present: Sal Verrastro of Spillman Farmer Architects. Staff Present: Steven Onushco, Mark Warden and Debra Surdoval.

1) Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools

- Gaver Industries Inc. dba Barker & Barker Paving, Bethlehem, PA
- Patrick Paving & Excavation, Allentown, PA

2) Masonry Repairs and Sealant Replacement at Macungie Elementary School

- C & D Waterproofing, Bloomsburg, PA
- Eshbach Brothers, L.P., Reading, PA
- Jones Masonry Restoration Corporation, Harrisburg, PA
- Machemer Contracting, Inc., Allentown, PA

- President Earnshaw announced a typo on page 9. g. 3) SimplexGrinell LP Service Solution. He clarified the contract is for three years beginning July 1, 2015 through June 30, 2018 with the contract amount of \$54,848 recurring yearly.

Motion by Ballard, Seconded by Donches

RESOLVED, That items g. 1), 2), 3) & 5) below be voted on together.

g. Contracts/Agreements

1) Award Contract – Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools

RESOLVED, That the East Penn Board of School Directors award the contract to Patrick Paving and Excavation Inc, 1219 N. 17th Street, Allentown, PA, 18104 in the amount of \$88,000 (Capital Reserve) for “Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools to complete “Option three on Section A “, as per Exhibit #11. Award of contract is contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor.

2) Award Contract – Exterior Masonry Restoration at Macungie Elementary and Eyer Middle School

RESOLVED, That the East Penn Board of School Directors award the contract to Machermer Contracting Inc., 1431 S. 4th Street, Allentown, PA. 18103 in the amount of \$82,280 (Capital Reserve) for “Exterior Masonry Restoration at Macungie Elementary and Eyer Middle School” for the Base Bid and Alternate #3, as per Exhibit #12. Award of contract is contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor.

3) SimplexGrinnell LP Service Solution Agreement

RESOLVED, That the East Penn Board of School Directors approve the agreement for SimplexGrinnell to provide district-wide fire safety testing and inspections for the ~~2015-2016 school year~~ period beginning July 1, 2015 through June 30, 2018 in the amount of \$54,848 recurring annually, as per Exhibit #13.

- During the discussion on the motion the following information was provided:
 - Dr. Schilder clarified RFP’s are not required for professional services. Contract was previously with Keystone.
 - Mr. Onushco clarified quotes were received from Kistler O’Brien, Keystone and SimplexGrinnell. Kistler O’Brien was not interested in the detection side of the contract. Although Keystone was \$4,300 cheaper, additional expenses were incurred by the district this past year in the amount of \$16,000. Keystone was not able to program or support the Simplex system. Therefore, the district needed to rely on Simplex. He anticipates making up at least \$12,000 by going with SimplexGrinnell.
 - Mr. Onushco indicated there is a program in effect to eliminate universal waste. The district is required to go through proper channels to properly dispose of the universal waste, such as batteries.
 - No remote service available.
 - Termination clause within the SimplexGrinnell agreement stipulates company may terminate agreement immediately upon the occurrence of any “Event of Default” as outlined under the Terms and Conditions.

5) Agreement for the Sale of Vacant Land

RESOLVED, That the East Penn Board of School Directors approve the Agreement for the Sale of Vacant Land between East Penn School District and Kevin Frantz and/or his assigns for District owned property located at 6503 Lower Macungie Road, Macungie, PA, per Exhibit #15, and authorize appropriate personnel to take action pursuant thereto. Purchase price in the amount of \$575,000.

- President Earnshaw stated this sale is for the orphaned 5.8 acre parcel of land near LMMS which was condemned by the township in order to build Millcreek Road. This was done after the district purchased the land.

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

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

Absent: Rhodes – 1

4) Contract for Employment of Assistant Superintendent, Dr. Denise Torma

Motion by Fuller, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve, upon the recommendation of Dr. Michael Schilder, Superintendent of Schools, the Contract for Employment of Assistant Superintendent, Dr. Denise Torma for a five (5) year term commencing July 1, 2015 and ending no later than June 30, 2020, as per Exhibit #14.

- Ms. Fuller thanked Dr. Torma for her many years of service and for her leadership with the Comprehensive Plan alongside Mrs. Campbell.

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

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

Nay: Donches - 1

Absent: Rhodes – 1

7. CURRICULUM

a. Educational Conferences

Motion by Donches, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #16.

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

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

Absent: Rhodes – 1

8. POLICY

a. New Board Policy

- First Reading – Board Policy No. 717 – SERVICE ANIMALS IN SCHOOLS (Exhibit #17)

- During the discussion, the following was noted:
 - Initially, all requests are to be forwarded to the Superintendent
 - Recommendation was made that policy should be clearer regarding the disruption the animal could cause, taking away from learning environment.
 - Teacher should not be responsible for taking animal outside, clean up, etc.
- Solicitor Fisher clarified the following for the Board:
 - He will look into documentation to be carried with the animal
 - If someone has a doctor’s note, the district could have a doctor representing the district review and possibly challenge the orders
 - An animal biting another student is evidence of the inability to control the animal. According to the policy, owner/handler would be liable if animal bites someone, unless someone provoked the animal.

- If a dog meets all the requirements, school will have to accommodate. A miniature horse may not be allowed if facility cannot handle it.
 - Unaware of any districts in Pennsylvania that accommodate miniature horses.
 - District would have to make accommodations regarding allergies of other students.
 - Therapy dog is not the same as a service dog.
 - Law states a doctor certification and proof of insurance cannot be required
 - Policy is for students and employees
 - Students who have the need for a service animal may or may not have an IEP
 - There are a series of laws pertaining to this particular policy, i.e. American Disability Act, Rehab Act of 1973 (Section 504), Special Education and IEP laws
 - There are very few cases and guidelines regarding this policy to follow at this time
 - Requiring certain information is considered to be discriminating against the person needing that service. He referred to a statement within the policy which states school administrators may inquire whether the animal is required because of a disability, but shall not ask questions about an individual's disability.
- Mr. Ballard commented regarding the timeline involving the Suicide Prevention Policy. He commented that the state is requiring this policy to be in effect before the start of the 2015-16 school year, therefore, the first reading must appear on the next agenda.
 - Dr. Mirabella informed the Board he and Mrs. Campbell will be attending a meeting at the IU on July 31st. It is his understanding that this policy does not have to be passed by the school board and go into effect until the end of the 15/16 school year.
 - Mr. Ballard recommended this be further researched.

9. LEGISLATIVE

- a. Mr. Ballard reported on the following:
 - Bipartisan affect to come out of the Basic Education Funding Commission with a proposed formula which appears to be fair and equitable. Legislation will now become involved to determine how and when the formula should be implemented.
 - Allocation of funds to be based on student counts to include English language learners, concentrated poverty, and tax effort.
 - Hold harmless would instill a freeze of district allocations at an undetermined designated year. 302 districts would be prevented from being immediately harmed by putting dollars out through this recommended formula.
 - Commission suggests transitioning to new formula by utilizing a 10 year floating reduction which means year one no reduction, year two a 10% reduction. Pattern to continue until the amount per student and the amount received from the state matches.
 - Structural deficit is \$1.2 billion
 - There is currently a proposal to reimburse districts for cost of crossing guards
 - House passed bill regarding school volunteer clearances. As of July 31st, State clearances will be free.
- President Earnshaw added the State fees for employees will be reduced from \$10 to \$8; rates for FBI clearances are set by the government and will remain the same.

10. ANNOUNCEMENTS

Executive Session: Monday, June 22, 2015 – 7:00 p.m. (real estate, negotiations, personnel & confidential matters)

Next Board Meeting: Monday, July 13, 2015 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Munson at 8:55 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District