The Committee-of-the-Whole Board of Education Meeting was called to order by President, Jack Kahl at 6:00 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole Board of Education Session in the Richland Community Library with President Kahl presiding and Mr. Ferrari leading the Opening Exercises.

Roll Call
Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Gray Hayes, Dr. Smith, Mrs. Souders, Ms. Stettler, Mrs. Thomas; and Mr. Ferrari, Mr. Kahl and Mr. Ondrusek. Absent from the meeting was Mrs. Weaver. Also, in attendance were the following from the administrative team: Mrs. Vicente, Mrs. Davis, Ms. Haas, Mr. Marks, Dr. Gerhart, Mrs. Hower, Mr. Lin, Mr. Soden, Mr. Entrekin, Mrs. Shoemaker, Mr. Sweigart, Mrs. Himmelreich, Mr. Miller, Mr. Boltz, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Dave Walker, Solicitor; faculty and residents.

President Kahl announced the District is recording the meeting using District equipment. All recordings are posted on the District website. Mr. Kahl also inquired if anyone in attendance was recording the meeting; it is noted no one indicated recording the meeting.

Board President Communications

- The Board met in an Executive Session on August 5, 2019 at 5:00 pm, for the purpose of discussing confidential personnel matters.
- A General Services Committee Meeting was held on August 5, 2019 at 5:15 pm, in the Richland Community Library.

Presentation by Reynolds – Update on renovation project was given by Damion Spahr.

Board Committee & Rep Reports

- Personnel Committee – Mrs. Thomas
  - No report
- Curriculum Committee – Dr. Smith
  - No report
- Policy Committee – Mrs. Souders
  - The committee continues the review of policies for 1st Reading. The next scheduled committee meeting will be held on August 8, 2019 at 10:00 am. Final revisions to policy will take place in the near future. Mrs. Souders thanked the committee for their hard work on the review/revision process.
- Technology Committee – Mr. Ondrusek
  - Reported there is one item currently on the agenda for approval, and thanked the Technology Department for their work over the summer with upgrades to systems.
- General Services Committee – Mr. Kahl
  - The committee met on July 15, 2019 to discuss the rerouting of public utilities. Updated information will be presented in the near future.
- Finance Committee – Mrs. Gray Hayes
  - The next meeting is scheduled to take place on August 7, 2018 at 6:00 pm, in the temporary District Office conference room located at the Intermediate School.
- IU13 Rep Report – Mr. Ondrusek
  - No report. Next meeting will be held in August.
- PSBA Rep Report – Mr. Ferrari
  - No report
- CTC Rep Report – Mrs. Souders
  - No report
- HACC Rep Report – Mrs. Gray Hayes
  - Next meeting will be held in the fall.
• Lebanon Co. Tax Collection Rep Report – Mr. Ferrari
  o No report

Public Comments – Items On the Agenda

• No comments were made.

ACTION ITEMS

Personnel Committee – Mrs. Denise Thomas, Chair

Mrs. Thomas asked if anyone would like to have items separated from the overall vote. No items were requested to be separated from the overall vote.

On a motion by Mrs. Thomas, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Personnel Items A-O were approved:

A. **Approved a “Letter of Resignation” from Brock Hoover, Middle School Science teacher, effective July 18, 2019.**

B. **Approved the official start date of Mr. Daniel Marks, Middle School Principal, effective August 1, 2019.**
   Background: Approval of Mr. Marks took place on July 10, 2019, with a start date to be determined. This approves the official start date.

C. **Approved a “Letter of Resignation” from John Houk as Junior High Football Coach, effective immediately.**

D. **Approved the employment of Kelly Espenshade on a “Temporary Professional Contract” as a High School Mathematics teacher, effective the 2019-2020 school year at a salary of Bachelor’s – Step 1 ($47,584), pending receipt of all required documentation, clearances and disclosures.**
   Background: Position filled due to retirement.

E. **Approved the employment of Ryan Leppo as a part-time 2\textsuperscript{nd} shift custodian (subject to assignment), at the rate of $11.34 per hour, 5 hours per day, 12-month position, pending receipt of all required documentation, clearances and disclosures.**
   Background: Position filled due to resignation.

F. **Approved the employment of Sandra Moreland as a part-time cafeteria employee (subject to assignment), at the rate of $10.36 per hour, 4.5 hours per day, 10-month position, pending receipt of all required documentation, clearances and disclosures, effective on or about August 20, 2019.**
   Background: Position filled due to department transfer.

G. **Approved the employment of Danielle Ebersole as a Personal Care Assistant (subject to assignment), at the rate of $14.46 per hour, 6.75 hours per day. Start date on or about August 12, 2019, pending receipt of all required documentation, clearances and disclosures.**
   Background: Position filled due to resignation.

H. **Approved Faith Thunberg on a “Letter of Temporary Employment” as a substitute Specialized Paraprofessional at Jackson Elementary School, at an hourly rate of $13.95, 7.5 hours per day, to begin August 26, 2019 for approximately six to eight weeks.**
   Background: Position filled due to leave of absence of regular Specialized Paraprofessional; no other benefits are applicable.

I. **Approved the following individuals for extra-curricular positions for the 2019-2020 school year, as listed:**

   • Senior Class Advisor – Kelsey Thorley
   • Junior Class Advisor – Jennifer Martin
   • Sophomore Class Advisor – Shawnta Fladd
   • Freshman Class Advisor – Lisa Fulton
   • HS Envirothon Advisor – Lynn Aponick
J. Approved the following individuals as mentors for the 2019-2020 school year, as listed:

<table>
<thead>
<tr>
<th>Mentor</th>
<th>Inductee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kristi Fields</td>
<td>for Beth Faehling</td>
</tr>
<tr>
<td>Robin Anne Kimmey</td>
<td>for Alyse Crandall</td>
</tr>
<tr>
<td>Karen Mohn</td>
<td>for Sharon Breeden</td>
</tr>
<tr>
<td>Kristi Reichard</td>
<td>for Scott Eastadt</td>
</tr>
<tr>
<td>Andrew Risser</td>
<td>for Rebekah Shanaman</td>
</tr>
<tr>
<td>Lucas Sandoe</td>
<td>for Christopher Kelse Brown</td>
</tr>
<tr>
<td>Madelyn Saunders</td>
<td>for Katherine Brosius</td>
</tr>
<tr>
<td>Laura Shifflet</td>
<td>for Elizabeth Boyd</td>
</tr>
<tr>
<td>Michael Simmons</td>
<td>for Kelly Espenshade</td>
</tr>
<tr>
<td>Sara Velazquez</td>
<td>for Gina Hewitt</td>
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<tr>
<td>Jennifer Ziegler</td>
<td>for Anna Dice</td>
</tr>
</tbody>
</table>

K. Approved mentors for the 2019-2020 school year, prorated to the number of days worked, as listed:

<table>
<thead>
<tr>
<th>Mentor</th>
<th>Inductee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alysha Burkholder</td>
<td>for Christine Bogner</td>
</tr>
<tr>
<td>Alysha Burkholder</td>
<td>for Aleesa Groff</td>
</tr>
<tr>
<td>Lindsay Hibshman</td>
<td>for Alysha Burkholder</td>
</tr>
<tr>
<td>Robin Anne Kimmey</td>
<td>for Shanon Martin</td>
</tr>
<tr>
<td>Beth Quenzer</td>
<td>for Michelle Johnson</td>
</tr>
<tr>
<td>Kelsey Thorley</td>
<td>for Tara Claus</td>
</tr>
<tr>
<td>Tina Ulrey</td>
<td>for Ashley Titler</td>
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<tr>
<td>Jennifer Wolgemuth</td>
<td>for Jennifer Greene</td>
</tr>
</tbody>
</table>

L. Approved Department Chairs, Grade Level and Team Leaders for the 2019-2020 school year, as listed:

<table>
<thead>
<tr>
<th>DEPT/GRADE LEVEL</th>
<th>DEPARTMENT CHAIR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art</td>
<td>Taryn Showalter</td>
</tr>
<tr>
<td>Business Education</td>
<td>Amy Weddle</td>
</tr>
<tr>
<td>Family Consumer Science</td>
<td>Liz Yearwood</td>
</tr>
<tr>
<td>Health, Physical Education</td>
<td>Todd Gaffney</td>
</tr>
</tbody>
</table>
M. Approved the following individuals as coaches for the 2019 Fall season, as listed, (*Board Attachment):

1. Erin Harris* – Asst. Field Hockey Coach
2. Frannie Slabonik – JH Field Hockey Coach
3. Zachary Swanger* – Volunteer Boys' Soccer Coach (pending receipt of all required documentation)

N. Approved a trip/travel request from Mr. Jonathan Bickel and three (3) yearbook students, to travel and attend the Walsworth Elite Weekend, to be held in Orlando, FL, September 13-17, 2019. Background: Annual trip.

O. Approved the Act 93 Compensation Plan for the period of July 1, 2019 through June 30, 2024. (Board Attachment)

Curriculum Committee – Dr. Barbara Smith, Chair

On a motion by Dr. Smith, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Item A was approved:

A. Approved the 2019-2020 ELCO Assessment Calendar. (Board Attachment)

Policy Committee – Mrs. Jadell Souders, Chair

On a motion by Mrs. Souders, seconded by Mr. Ondrusek and approved by Voice vote, all voting Aye, Item A was approved:
A. Approved revised policies, 1st Reading, as listed: (Board Attachment)

1. Policy 008 – Organization Chart (revised)
2. Policy 111 – Lesson Plans (revised)
3. Policy 252 – Dating Violence (revised)
4. Policy 351 – Drug and Substance Abuse (revised)
5. Policy 701 – Facilities Planning (revised)
7. Policy 703 – Sanitary Management (revised)
8. Policy 705 – Safety and Loss Control (revised)
10. Policy 706.1 – Disposal of Surplus Property (revised)
11. Policy 808 – Food Services (revised)
12. Policy 810 – Transportation (revised)
13. Policy 911 – News Media Relations (revised)

Technology Committee – Mr. Ray Ondruskek, Chair

On a motion by Mr. Ondruskek, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Item A was approved:

A. Approved a four-year contract for Warwick Ware at a cost of $13,601.50. (Board Attachment)
   Background: This contract provides computer software and related operational procedures for student record-keeping, business and administrative use by Pennsylvania public school districts.

General Services Committee – Mr. Jack Kahl, Chair

On a motion by Mr. Kahl, seconded by Mr. Ondruskek and approved by Voice vote, all voting Aye, Item A was approved:

A. Approved a contract for the Transportation of School Pupils with Ephrata Mennonite School for the 2019-2020 school year, at the sum of $26,258.56, effective August 20, 2019 to May 21, 2020. (Board Attachment)
   Background: Annual contract.

Finance Committee – Mrs. Tracy Gray Hayes, Chair

Mrs. Gray Hayes asked if anyone would like items separated from the overall vote. No items were requested to be separated.

On a motion by Mrs. Gray Hayes, seconded Mr. Ferrari and approved by Voice vote, all voting Aye, Items A-B was approved:

A. Approved a Service Agreement between John Paul II Center for Special Learning for the period of August 26, 2019 and ending June 12, 2020, at a total cost of $28,600. (Board Attachment)
   Background: Annual agreement.

B. Approved a transfer from the General Fund to the Capital Reserve Fund in the amount of $250,000.
   Background: Transfer was budgeted.

NON-ACTION ITEMS

Personnel Committee – Mrs. Denise Thomas

The Board reviewed and discussed the following items:

A. Recommend for approval individuals as homebound instruction teachers for the 2019-2020 school year, as listed:
   - Shanon Martin
   - Martha Good
   - Corinne Shaak
B. Recommend for approval the listing of substitutes (professional and support staff) for the 2019-2020 school year. (Board Attachment)

C. Recommend for approval adding the following individuals (new) to the ELCO sub listing for the 2019-2020 school year (pending receipt of all required documentation, clearances and disclosures), as listed:

1. Zachary Swanger – Math 7-12
2. Julie Kramer, RN, BSN – Nurse sub

**Curriculum Committee** – Dr. Barbara Smith, Chair

*The Board reviewed and discussed the following item:*

A. Recommend for approval Tam Hower, Steven Lin, Michael Gerhart, Daniel Marks, Brad Entrekin, Jennifer Haas, Craig Soden, and Daniel Gonzalez, to serve as Attendance Officers for the ELCO School District for the 2019-2020 school year.

**General Services Committee** – Mr. Jack Kahl, Chair

*The Board reviewed and discussed the following items:*

A. Recommend for approval bus stops for the 2019-2020 school year, noting they are subject to change. (Board Attachment)

B. Recommend for approval bus drivers for the 2019-2020 school year, noting these individuals are employed directly by Brightbill Transportation Co. (Board Attachment)

C. Recommend for approval a service contract with Trane to service the rotary chillers at the Middle School, Fort Zellers and Jackson Elementary schools in the amount of $8,622.33. (Board Attachment)  
*Background: Annual contract.*

D. Recommend for approval an annual service contract with B&W, Inc., for boiler maintenance service at the High School, Middle School, Jackson and Fort Zeller, at a total cost of $7,600. (Board Attachment)  
*Background: This contract replaces a previous contract which results in a savings to the District.*
E. Recommend for approval an annual contract with Otis, for elevator service at the ELCO Intermediate School, at a total cost of $3,466.56. (Board Attachment)

Superintendent’s Report

Mrs. Vicente shared the following:

- Welcomed Mr. Daniel Marks, Middle School Principal who started on August 1, 2019.
- Tam Hower shared information on the SPA (Summer Pre-Kindergarten Academy) program and the success of the program this year. Families with children participating in the SPA program were given Kindergarten Readiness Kits.
- Staff of the High School Office and District Office will be returning to their building mid-August.
- School will open on time.
- Thank you to Dr. Gerhart and the Intermediate School for hosting our offices this summer.
- Plans for opening day are in place.
- Thank you to the administrative team for their efforts over the summer. It was truly a team effort!
- Meetings scheduled: Finance – August 7, Policy Committee – August 8, and the next Board of Education Meeting will take place on August 19 at 6:00 pm, in the Middle School Cafeteria.

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mr. Ferrari – thanked both Mrs. Vicente and Mr. Miller for their wisdom involving the planning of finances; and thanked the Richland Library for hosting Board Meetings this summer.
- Mrs. Souders – grateful to receive invitation for the Myerstown Library's, Raising a Reader program, to be held on September 17.
- Mr. Kahl – announced National Night Out in the communities will take place August 6, in which many of our administrators will be volunteering.
- Mr. Ferrari – asked about an opportunity through the Goodwill Fire Company that will take place in the near future.
  - Mrs. Vicente replied – details will be announced very soon.
- Dr. Smith – appreciates the pictures posted to the website of activities taking place in the District.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mrs. Thomas, seconded by Dr. Smith and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 6:32 pm.

Respectfully submitted,

Gloria J. Hill, Board Secretary