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 ELCO High School Library with President Kahl presiding and Ms. Stettler leading the Opening Exercises.

Roll Call
Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Gray Hayes, Mrs. Souders, Ms. Stettler, Mrs. Thomas, and Mrs. Weaver; and Messer’s Kahl and Ferrari. Absent from the meeting were Dr. Smith, and Mr. Ondrusek* (attendance noted in Minutes). 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, Miss. Shoemaker, Mr. Sweigart, Mrs. Himmelreich, Mr. Miller, Mr. Boltz, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Bill McCarty, Solicitor; and faculty.

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

- Personnel Meeting was held at 5:30 pm, Monday, October 7, 2019.
- Reported on Governor Wolf’s initiative on Cyber and Charter Schools.

*Mr. Ondrusek’s attendance noted at 6:02 pm.

Presentation – Continuous Improvement Plan

Mrs. Vicente announced the continuation of year two of CIP (Continuous Improvement Plan), reporting by the principals starting with the K-2 level by:

- Mr. Steven Lin, Fort Zeller Elementary Principal
- Mrs. Tam Hower, Jackson Elementary Principal

Board Committee & Rep Reports

- Personnel Committee – Mrs. Thomas
  - The committee met on October 7 at 5:30 pm, to discuss several personnel issues. No future meeting is scheduled.
- Curriculum Committee – Dr. Smith
  - Dr. Smith was absent and therefore no report was given.
- Policy Committee – Mrs. Souders
  - A few policies are on the tonight’s agenda for 1st Read, with only a few outstanding to be reviewed in the near future.
  - Letter received from PSBA indicates our policy book is up-to-date. Mrs. Souders thanked her committee for the hard work and diligence in completing this large task.
- Technology Committee – Mr. Ondrusek
  - No future meeting is scheduled at this time.
- General Services Committee – Mr. Kahl
  - Jackson Township has approved the sewer route and has authorized submission to Myerstown Waste Water for approval; the renovation punch list is in process for work performed over the summer.
- Finance Committee – Mrs. Gray Hayes
  - The next meeting will be held on October 15 at 6:00 pm.
- IU13 Rep Report – Mr. Ondrusek
  - IU Board will hold their next meeting on October 9 at the Lebanon campus.
• PSBA Rep Report – Mr. Ferrari
  o Several topics reported: task forces being developed; groups slowing down referendums; update on student wellness and food services; Special Ed Commission; House Bills passed addressing technology; Senate Bill passed on e-cigarettes and vaping, and graduation credit requirements; special election taking place in Lebanon County to interview candidates to replace open seat; and proposed laws for student ratios and school counselors.

• CTC Rep Report – Mrs. Weaver
  o No report made. Next meeting to be held on October 15 at 6:30 pm.

• HACC Rep Report – Mrs. Gray Hayes
  o No report was made. Next meeting will be held November 7. Topics to be discussed: changes at the Lebanon Campus and challenges with enrollment.

• Lebanon Co. Tax Collection Rep Report – Mr. Ferrari
  o No report was made.

Public Comments – Items On the Agenda

• No comments were made.

ACTION ITEMS

Personnel Committee - Mrs. Denise Thomas, Chair

No items were requested to be separated from the overall vote.

On a motion by Mrs. Thomas, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Items A-E were approved:

A. Approved Jennifer Behney as a short-term substitute English/Special Ed teacher, on a “Letter of Temporary Employment” for a period of approximately 8 weeks, beginning on or about November 1, 2019 through January 1, 2020, at a daily rate of $125, with no applicable benefits.  (NOTE: individual is currently a substitute for the ELCO School District.)
  Background: Position filled due to permanent teacher on leave.

B. Approved Kaloni Doll as a short-term substitute Elementary Special Ed teacher, on a “Letter of Temporary Employment” for a period of approximately 8 weeks, beginning on or about December 16, 2019 through February 17, 2020, at a daily rate of $125, with no applicable benefits.  (NOTE: individual is currently a substitute for the ELCO School District.)
  Background: Position filled due to permanent teacher on leave.

C. Approved the employment of Madison Flory as a part-time cafeteria employee (subject to assignment) at the rate of $10.36 per hour, 4.5 hours per day, effective October 10, 2019, pending receipt of all required documentation, clearances and disclosures.
  Background: Position filled due to resignation.

D. Approved mentors for the 2019-2020 school year, prorated to the number of days worked, as listed:
  1. Jennifer Schooley for Sara Stahl

E. Approved new and renewed volunteers for the 2019-2020 school year, as listed (noting all required documentation, clearances, disclosures and training is on file):
  1. Kaitlyn Day
  2. Adam Fave
  3. Jessica Fulk
  4. Kasie Gass
  5. Daniel Ginder
  6. Juliet Ginder
  7. Doreen Horning
  8. Donna Hurd
  9. Faith Jasinski
  10. Lee Kasun
  11. Valerie Kramer
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/new policies, 1st Reading, as listed: (Board Attachment)
   1. Policy 246 – School Wellness, revised
   2. Policy 333 – Professional Development, revised
   3. Policy 707 – Use of School Facilities, revised
   4. Policy 805 – Emergency Preparedness and Response, revised
   5. Policy 805.1 – Relations With Law Enforcement Agencies, revised
   6. Policy 805.2 – School Security Personnel, revised

General Services Committee – Mr. Jack Kahl, Chair

No items were requested to be separated from the overall vote.

On a motion by Mr. Kahl, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Items A-E were approved:

A. Accepted the donation of the following items from Stop Spot, LLC: 5 benches.

B. Approved a 3-year contract renewal with Velocity EHS for MSDS online in the amount of $2,299. (Board Attachment)
   Background: Renewal of contract for product that allows the district to access SDS sheets in case of an emergency.

C. Approved the purchase of a Grounds Sprayer from Turf Equipment and Supply in the amount of $11,400. (Board Attachment)
   Background: Amounts were budgeted and it is to be paid out of the General Fund.

D. Approved Damien Hallman, a private school van driver for the 2019-2020 school year, noting this individual is employed directly by Yellow Breeches Education Center.
   Background: Driver transports Yellow Breeches Education Center school children under terms of placement agreements with the district.

E. Approved Ada Lora-Lopez, as a new driver for the 2019-2020 school year, noting this individual is employed directly by Brightbill Transportation Co.

Finance Committee – Mrs. Tracy Gray Hayes, Chair

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

A. Approved a contract with Marcia Towers, bilingual speech language pathologist, to complete three, one-page summaries of student IEPs in Spanish, at a total cost of $450.00. (Board Attachment)
   Background: The district has completed three IEPs for students in the district with parents that are non-English speaking.

NON-ACTION ITEMS
Personnel Committee – Mrs. Denise Thomas

The Board reviewed and discussed the following items:

A. Recommend for approval a compensation analysis and market assessment for the district’s support staff by PSBA in the amount of $4,400. (Board Attachment)

B. Recommend for approval a travel/trip request from Lisa Fulton, High School Counselor, to travel and attend the PSCA (Pennsylvania School Counselors Association) Conference, to be held November 20-22, 2019 in Pittsburgh, PA.
   Background: All expenses are paid by PSCA.

C. Recommend for approval the following individuals as coaches for the 2019-2020 Winter sports season, as listed (*pending receipt of all required documentation, clearances, disclosures and training):

   Boys’ Basketball:  Head Varsity Coach: Brad Conners  
                     Asst. Varsity Coach: Wes Soto  
                     Asst. Junior High Coaches: Joe Kirsch, Earl Thomas, Jr.  
                     Varsity Volunteer Coaches: Doug Strickler, Craig Coletti  
                     Junior High Volunteer Coach: Lyn Schaeffer

   Girls’ Basketball:  Head Varsity Coach: Ashli Shay  
                      Asst. Varsity Coach: Karl Keath  
                      Asst. Junior High Coaches: Rebekah Shanaman, Amy Thome  
                      Varsity Volunteer Coach: Derek Fulk  
                      Junior High Volunteer Coach: Kristi Fields

   Wrestling:  Head Varsity Coach: Chad Miller  
               Asst. Varsity Coach: Derek Thomas  
               Asst. Junior High Coaches: Chris Longstaff, Warren Zimmerman  
               Varsity Volunteer Coach: Davis Ziegler

   Bowling:  Head Varsity Coach: R. Glenn Runz*  
             Varsity Volunteer Coach: TBD

   Indoor Track & Field:  Head Varsity Coach: Michael Harnish  
                         Asst. Varsity Coach: Kelsey Thorley  
                         Varsity Volunteer Coach: Holly Hartman

   Cheerleading:  Head Varsity Coach: Alysha Burkholder  
                  Asst. Varsity Coach: Erin Snader  
                  Asst. Junior High Coach: Liana Raihl  
                  Junior High Volunteer Coach: Vanessa Stoops

   Weight Room Monitors:  Robert Williams, John Mentzer

D. Recommend approval adding the following individuals to the ELCO sub listing, as listed (pending receipt of all required documentation, clearances and disclosures):

1. Tanya Herb – Paraprofessional
2. Deborah Rolls – Elementary/Special Ed K-12
3. Christina Smoker – IU sub, all areas
4. Lisa Wawrzyniak – IU sub, all areas
5. Alicia Guerrisi – IU sub, all areas

Technology Committee – Mr. Ray Ondrus, Chair

The Board reviewed and discussed the following item:

A. Recommend for approval a contract with Tritt-Schell Consulting Services for assistance in securing e-Rate funding for Category 1 and Category 2 services that include federal reimbursement for Internet Services and bid proposals for networking equipment for the 2019 Funding Year at a rate of $6,000 plus 3.5% of the committed amount from Category 2. (Board Attachment)
   Background: This is a reoccurring service, the district does not anticipate the need to apply for Category 2 funding at this time that would reduce the cost of services to $3,000. This service assists the district in
General Services Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following item:

A. Recommend for approval the architect of record proposal from AEM, for services performed outside of the district’s GESA with Reynolds, Inc. (Board Attachment)

Background: This is for work performed, which is not related to the GESA.

Superintendent’s Report

Mrs. Vicente shared the following announcements/dates:

**Upcoming Dates/Announcements:**
- October 14 – In-service Day for teachers (NO school for students)
- October 16-18 – PASA/PSBA School Leadership Conference – Hershey, PA
- October 16-19 – Homecoming Week Activities
  - October 16 – Powder Puff Football Game and Bonfire (rain date – Thursday, October 17)
  - October 18 – Homecoming Football Game vs. Annville-Cleona
  - October 19 – 2nd Annual ELCO Foundation Homecoming Pancake Breakfast & Silent Auction, 7:00 to 10:00 am – HS Cafeteria (ticket info is located on website)
  - October 19 – Homecoming Dance
- October 30 – end of 1st Marking Period

Mrs. Vicente introduced each principal asking them to share a few building highlights:

- **High School – Ms. Haas**
  - The first of 3 blood drives for the year was held resulting in 57 successful donations, which equates to 171 lives saved. Thanks to Jackie Bender and the EMT Club for the successful planning of this mission.
  - Kick Off of “Flex to Fitness” program began on October 7, supporting students’ social and emotional health and well-being.
- **Middle School – Mr. Marks**
  - Staff communication to parents has increased, with parents also reaching out to staff thanking the Middle School for their efforts and encouragement to students.
  - CDT’s (Classroom Diagnostic Tools) are being introduced and implemented.
  - Homecoming events and activities are planned specifically for students at the Middle School.
- **Intermediate School – Dr. Gerhart**
  - CDT’s are also beginning at the Intermediate School.
  - Student organizations/involvement include: Girls’ On The Run, Garden Club, Student Council, Little Avidum, Reading Olympics, and Talent Show.
- **Fort Zeller Elementary – Mr. Lin**
  - Celebrated the Summer Reading Program on September 27, with 59 students completing the program.
  - PTO Race for Education was held resulting in their goal being surpassed.
- **Jackson Elementary – Mrs. Hower**
  - Celebrated the success of the Summer Reading Program with ice cream treat and books.
  - PBIS celebration with creation of video on character traits promoting positive behavior.
  - CIP Team – will present plan to parents at an upcoming event, “Pizza with the Principal”.

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mrs. Weaver – acknowledged the HS FFA’s milk shake stand at a recent event held at the Lebanon Expo.
- Mrs. Thomas – inquired about the shirts sold by FFA.
  - Shirts are available at the High School through FFA students or Mr. Sandoe.
- Mrs. Thomas – who is attending the PSBA School Leadership conference in addition to herself?
  - Response – Mr. Kahl, Mrs. Gray Hayes, Dr. Smith
- Mr. Kahl – encourages everyone to support the ELCO Foundation’s breakfast and silent auction.
• Mrs. Gray Hayes – acknowledged a donation given by our School Police Office, Dan Gonzalez.

Old Business

• No Old Business was discussed.

New Business

• No New Business was discussed.

Adjournment

On a motion by Mrs. Thomas, seconded by Mrs. Souders and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:21 pm.

Respectfully submitted,

Gloria J. Hill
Board Secretary