

EASTERN LEBANON COUNTY SCHOOL DISTRICT  
180 ELCO Drive, Myerstown, PA 17067

Regular Board of Education Meeting  
ELCO High School Library

December 21, 2015

The Regular Board of Education Meeting was called to order by President Boyer at 6:05 p.m.

The Eastern Lebanon County School Board met in a Regular Session in the ELCO High School Library with President Boyer presiding and leading the Opening Exercises.

Roll Call

The Secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders, Mrs. Stahl; and Messrs. Bernard, Gardener, Houtz, Kahl, Mark and Ondrusek. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Dr. Stauffer, Ms. Haas, Mr. Gerhart, Mr. Rada, Mr. Cascarino, Mrs. Shoemaker, Mr. Sweger, Mrs. Kassay, Mr. Rohrbaugh, Mr. Boltz, Mr. Dresch, and Mrs. Kunkelman; Gloria Hill - Board Secretary; three community members; two faculty members; and one visitor being recommended for employment.

Board President Communications

1. President Boyer informed the Board of binders distributed to each member, which contain pertinent board information.
2. President Boyer also updated the listing of appointed Committee Chairs and Members as follows:
  - Personnel – Chair, Edward Gardener; Members – Scott Houtz, Brandon Bernard, Bob Mark
  - Curriculum – Chair, Jack Kahl; Members – Jadell Souders, Jocelyn Stahl, Ray Ondrusek
  - General Services – Chair, Brandon Bernard; Members – Scott Houtz, Jack Kahl, Jocelyn Stahl
  - Finance – Chair, Bob Mark; Members – Edward Gardener, Ray Ondrusek, Jadell Souders
  - Technology – Chair, Brandon Bernard; Members – Bob Mark, Ed Gardener, Scott Houtz
3. President Boyer cancelled the January 4, 2016 Committee-of-the-Whole Board Meeting; noting only one meeting will take place on Monday, January 11, 2016 and all regular business will be approved.
4. President Boyer informed the Board, and those in attendance, of a letter received from an ELCO resident expressing concern with possible tax increases. Dr. Zuilkoski informed the Board of the personal phone conversation he had with the resident.

Public Comments for Items on the Agenda

No comments were made.

2016-2017 Preliminary Budget Presentation – given by Mr. Kurt Rohrbaugh, ELCO Business Manager. The presentation and preliminary budget will be posted on the ELCO website for viewing, and will be placed on the January 11, 2016 agenda for recommendation.

On a motion by Mr. Kahl, seconded by Mr. Gardener and approved by Voice vote, all voting Aye, the Minutes of 11-09-15 and 12-01-15 were approved.

On a motion by Mr. Mark, seconded by Mr. Ondrusek and approved by Voice vote, 8 Aye votes and 1 NO vote by Mrs. Stahl, the Treasurer's Report for the month ending 11-30-15 was approved.

Personnel Committee – Mr. Edward Gardener, Chair

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

- A. Accepted a letter rescinding the approved resignation of Kendra Smith, MS Head Cook/Manager, effective November 12, 2015. (Original resignation approved 11/9/15, effective 11/20/15.)

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item B was approved:

B. Approved a "Letter of Resignation" from the following individuals:

1. Lynn Kleinfelter, part-time 2<sup>nd</sup> shift custodian/5 hours per day, effective November 27, 2015
2. Valerie Sweatlock, Fort Zeller Nurse Aide, effective December 11, 2015
3. Tracey Fisher, Fort Zeller Paraprofessional, effective December 23, 2015
4. Brian Trupp, High School English teacher, effective March 18, 2016

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

C. Approved a request from Mary Weigley, HS Personal Care Assistant, for a ½ day of "Absence Without Pay" to occur December 23, 2015.

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item D was approved:

D. Approved Gregory Gray as a volunteer coach for the 2015 winter season of JH Boys' Basketball, retroactive to December 2, 2015.

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

E. Approved changes in employment status to the following:

1. Sheila Carpenter, *from* part-time 3<sup>rd</sup> shift custodian/4 hours per day, *to* part-time 2<sup>nd</sup> shift custodian/5 hours per day, effective December 22, 2015.
2. Rene' Kicklighter, *from* substitute instructional aide *to* full-time paraprofessional 7.5 hours/day (subject to assignment), at an hourly rate of \$9.34, effective January 4, 2016.
3. Brock Hoover, *from* a 4<sup>th</sup> grade Intermediate School teacher *to* a Middle School Science teacher effective January 22, 2016.

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item F was approved:

F. Approved the employment of Tyler Mauger as a JH Wrestling Coach for the 2015-2016 Season (pending receipt of all required documentation, clearances, disclosures).

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

G. Approved the employment of Jazmyn Miller as a part-time 3<sup>rd</sup> shift custodian/4 hours per day (subject to assignment), at an hourly rate of \$10.33 (pending receipt of all required documentation, clearances, disclosures) effective on or about December 22, 2015.

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

H. Approved a "Letter of Temporary Employment" to Megan Mohl, as a long-term High School Phys. Ed. substitute teacher (pending receipt of all required documentation, clearances, disclosures), at a salary of Bachelor's - Step 1 (prorated), effective the 2<sup>nd</sup> semester of the 2015-2016 school year. (Board Attachment)

*President Boyer recognized newly approved long-term substitute teacher, Megan Mohl, who was in attendance, welcoming her to the District.*

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item I was approved:

I. Approved the employment of Matthew Geyer as a full-time paraprofessional 7.5 hours/day (subject to assignment), at an hourly rate of \$9.43, effective on or about January 4, 2016 (pending receipt of all required documentation, clearances, disclosures).

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

J. Approved sabbatical leave requests from the following faculty members for the 2016-2017 school year:

1. Michelle Zurick - Fort Zeller Kindergarten teacher, 1<sup>st</sup> semester of the 2016-2017 school year.

2. Katie Kokan – High School English teacher, 2<sup>nd</sup> semester of the 2016-2017 school year.
3. Kristi Hummer – Jackson Elementary 1<sup>st</sup> grade teacher, 1<sup>st</sup> semester of the 2016-2017 school year.

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

K. Approved trip/travel requests as listed:

1. Lucas Sandoe, HS Vo Ag teacher and ELCO FFA students to travel and attend the ACES (Agriculture Cooperation Establishes Success) Conference, in Harrisburg, PA, February 13-14, 2016 (backup date of February 20-21, 2016).
2. Jonathan Bickel, HS English teacher, adult chaperones, and students of the Potential Millionaires Club and FBLA, to travel and visit New York City's Financial District, to occur March 11, 2016.

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item L was approved:

L. Approved adding the following individuals to the ELCO sub listing (pending receipt of all required documentation/clearances/disclosures):

1. Alexander Martin – IU sub, all areas
2. Jessica Wenger – English 7-12
3. Jacob Topping – Music K-12
4. Robert Gantz – Elementary K-4
5. Valerie Sweatlock – Nurse Aide (effective December 14, 2015)
6. Tracey Fisher – Instructional Aide

General Services Committee – Mr. Brandon Bernard, Chair

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

A. Approved Use of Facilities requests as listed:

1. Boy's Youth Basketball, sponsored by Myerstown Lions Club, for use of the Intermediate School gym on Sunday afternoons, 1:00 – 4:00 p.m., January 3, 10, 17, 24, 31, and February 7, 14, 21, 28, 2016.
2. RaiderTHON overnight event, sponsored by ELCO High School RaiderTHON, to occur February 5-6, 2016 at the High School.

Finance Committee – Mr. Robert Mark, Chair

On a motion by Mr. Mark, seconded by Mr. Kahl and approved by Voice vote, 8 Aye votes and 1 Abstention by Mr. Bernard, Item A was approved:

A. Approved payment of bills as found listed and attached to the December 1, 2015 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$1,651,404.97
Construction Fund payments in the amount of	\$0.00
Cafeteria Fund payments in the amount of	\$130,093.43
Debt Service	\$289,732.86
Capital Reserve Fund	\$0.00

On a motion by Mr. Mark, seconded by Mr. Ondrusek and approved by Voice vote, all voting Aye, Item B was approved:

B. Approved the Audit Report for June 30, 2015 prepared by Trout, Ebersole and Groff.

Superintendent's Report

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

A. Approved Student Discipline Case #15-16-01.

Dr. Zuilkoski shared with the Board the possibility of a future Alternative Ed site for Lebanon County. Additional information will be shared as it is received.

Upcoming dates:

- December 24, 2015 – January 3, 2016 – Holiday Break, SCHOOL IS CLOSED

Dr. Zuilkoski gave kudos to the ELCO Music Department, students, and everyone involved in presenting the holiday concerts this year. They were all outstanding!

Public Comments – Items On/Off the Agenda

1. Greg Underkoffler – reported on the collection of tabs for the Ronald McDonald House - over 300 pounds of tabs were collected, which will be taken personally to the Ronald McDonald House by Mr. Underkoffler and Middle School students on December 22 2015.
2. Greg Underkoffler – expressed concern on the recent discussion of changing the meeting times of the ELCO Board Meetings. Changing the time will hinder residents from attending other local meetings held on the same evening.

Old Business

Mrs. Souders – concern regarding the personnel motion and hourly rates stated for paraprofessional positions.  
Mr. Rohrbaugh responded – rates are based on experience and employment position.

Mrs. Boyer – asked for an update on the District's financial standing if the State Budget is not passed soon.  
Mr. Rohrbaugh responded – the District will need to start process for possible funding mid to late February if Budget is not passed.

Dr. Zuilkoski – continued the discussion on the State Budget and the possibility of a Resolution in regards to the Budget and incurrence of fees if loan is needed.

Mr. Ondrusek – encourage.d everyone, both school personnel and district residents, to contact their local legislators to pass a responsible budget.

New Business

Mrs. Stahl – expressed her thanks on the recent tour given by Dr. Zuilkoski and administrators of our three elementary buildings. The tour was very much appreciated and gave her the opportunity to see, first hand, teachers and students involved in their everyday environment.

Mr. Kahl – also enjoyed the tour and interaction with teachers and students. He encourages all members of the Board to take the next opportunity to tour the buildings during the school day, which is a valuable experience.

Mr. Houtz – copies of the year-end audit for CTC and newsletter are available. The monthly newsletter will also be made available to students.

Mrs. Boyer – gave update on EMT program at CTC.

Dr. Zuilkoski – gave information on the cost for the EMT program held at CTC and the funding options available.

Mrs. Boyer – rapport between other Lebanon County districts and future class opportunities.

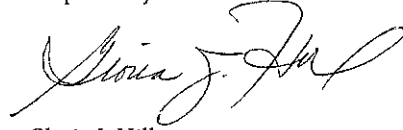
Mr. Ondrusek – expressed a resident's concern and our policy when enrolling children for Kindergarten.

All issues, concerns, updates and opinions were appreciated.

Adjournment

On a motion by Mr. Gardener, seconded by Mr. Bernard and approved by a voice vote, all voting Aye, President Boyer adjourned the meeting at 7:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gloria J. Hill".

Gloria J. Hill  
Board Secretary