

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

Regular Board of Education Meeting
ELCO High School Library

August 10, 2015

The Regular Board of Education Meeting was called to order by President Bernard at 6:20 p.m.

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

Roll Call

The Secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders, Mrs. Walck; and Messrs. Bernard, Gardener, Houtz, Kahl, Mark and Moll. 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; thirty-four community members; three faculty members and five new teachers recommended for employment; a reporter from the Lebanon Daily News and Laura LeBeau of WLBR.

Board President Communications

The Board met in an Executive Session at 5:00 p.m., August 10, 2015, to discuss personnel, legal and confidential matters.

Written Requests to Address the Board

1. Matthew Landis – Weighted GPA (was not able to attend)
2. Tracy Hayes – Inclusive playground at Jackson Elementary – a presentation was made to the Board giving an update on the progress of the playground, both installation of equipment and fundraising; to date they have raised \$19,000. Mrs. Hayes asked for continued support to realize the completion of the playground, which is in honor and memory of Rees Parham.

Public Comments for Items on the Agenda

- Jocelyn Stahl – expressed concerns of the new system of grading to be implemented this year at the High School; also inquired about the Tabled motion from the July Board Meeting.

President Bernard so noted comments and concerns expressed.

On a motion by Mr. Kahl, seconded by Mr. Mark and approved by Voice vote, all voting Aye, the Minutes of 07-13-15 were approved.

On a motion by Mr. Houtz, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, the Treasurer's Report for the month ending 07-31-15 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. Approved a "Letter of Resignation" from Jeremy Ulrich, band instructor, effective July 13, 2015.

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

- B. Approved a "Letter of Resignation" from Jamie Edwards, Elementary Special Ed teacher, effective July 13, 2015.

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

- C. Approved a "Letter of Resignation" from Kay Gallop, cafeteria employee, effective July 22, 2015.

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

D. Approved a "Letter of Resignation" from Carrie Brightbill, cafeteria employee, effective July 30, 2015.

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

E. Approved a "Letter of Resignation" from Deanna Martin, High School Math teacher, effective December 23, 2015.

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

F. Approved two "Memos of Understanding" between the Eastern Lebanon County School District and the Eastern Lebanon County Education Association, PSEA/NEA, regarding personal leave taken during the first five contracted days.

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

G. Approved employment of the following individuals (pending receipt of all required documentation, clearances and release/disclosures):

1. Megan Lieberwirth, on a "Temporary Professional Contract" effective the 2015-2016 school year, as an Elementary Special Ed teacher, at a salary of Master's 45 – Step 1 (\$57,273). (Board Attachment)
2. *Madelyn Saunders, on a "Temporary Professional Contract" effective the 2015-2016 school year, as an Elementary Guidance Counselor, at a salary of Master's – Step 1 (\$50,005). (Board Attachment)
3. Susan Racek, on a "Temporary Professional Contract" effective the 2015-2016 school year, as an Elementary Special Ed teacher, at a salary of Bachelor's – Step 1 (\$44,326). (Board Attachment)
4. *Amanda Burris, on a "Temporary Professional Contract" effective the 2015-2016 school year, as a High School Special Ed teacher, at a salary of Master's – Step 2 (\$51,063). (Board Attachment)
5. *Samantha Roy, on a "Temporary Professional Contract" effective the 2015-2016 school year, as a Middle School Special Ed teacher, at a salary of Bachelor's – Step 2 (\$45,384). (Board Attachment)
6. *Randon Weaver, on a "Temporary Professional Contract" effective the 2015-2016 school year, as a High School Math teacher, at a salary of Bachelor's – Step 1 (\$44,326). (Board Attachment)
7. *Erin Shaffer, on a "Professional Contract" effective the 2015-2016 school year, as a Middle School Language Arts teacher, at a salary of Bachelor's – Step 2 (\$45,384). (Board Attachment)
8. Sheila Carpenter, part-time custodian (subject to assignment) at an hourly rate of \$10.33 (4 hrs./day), effective on or about August 11, 2015.
9. Lynn Kleinfelter, part-time custodian (subject to assignment) at an hourly rate of \$10.33 (5 hrs./day), effective on or about August 11, 2015.
10. Brian Kimmey, part-time cafeteria employee (subject to assignment) at an hourly rate of \$9.43 (4 hrs./day), effective August 20, 2015.
11. Sarah Soto, part-time Paraprofessional (subject to assignment) at an hourly rate of \$8.84 (5.5 hrs./day), effective on or about August 20, 2015.
12. Erica Fisher, part-time Paraprofessional (subject to assignment) at an hourly rate of \$8.84 (5.5 hrs./day), effective on or about August 20, 2015.

(*In attendance - President Bernard recognized new teachers in attendance and welcomed them to ELCO.)

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 Tiffany Doughty, long-term substitute elementary teacher beginning August 20, 2015 to January 22, 2016 at a salary of Bachelor's – Step 1 (prorated at a daily rate of \$234.53).

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

I. Approved the change in employment status to the following individuals:

1. Beth Quenzer, from Nurse Aide to a "Temporary Professional Contract" effective the 2015-2016 school year, as a School Nurse, at a salary of Bachelor's – Step 1 (\$44,326).

2. Kristi Kilheffer *from* part-time (3.25 hrs./day) Personal Care Aide *to* full-time Personal Care Aide (6.5 hrs./day) effective August 20, 2015.
3. Crystal Kimmel *from* day-to-day instructional aide sub *to* part-time Paraprofessional (subject to assignment) (5.5 hrs./day), effective August 20, 2015, at an hourly rate of \$8.93.
4. Victoria Oswald *from* day-to-day instructional aide sub *to* part-time Paraprofessional (subject to assignment) at an hourly rate of \$8.84 (5.5 hrs./day), effective August 20, 2015.

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

J. Approved the following individuals for extra-curricular positions for the 2015-2016 school year as listed:

Senior Class Advisor	Jennifer Martin
Junior Class Advisor	Alexandra Sheakley
Sophomore Class Advisor	TBD
Freshman Class Advisor	TBD
Envirothon Advisor	Lynn Aponick
FBLA Advisor	Amy Weddle
FFA Advisor	Lucas Sandoe
Fitness Center Monitor	Adam Zurick
Graduation Project Coordinator	Amanda Templeton
National Honor Society Advisor	Martha Good
Quiz Bowl Advisor (HS)	Paul Dissinger
Quiz Bowl Advisor (MS)	Lisa Kercher
Science Fair Advisor	TBD
Student Council Advisor	David Fair
TSA Advisor	Kenneth Miller
Yearbook Advisor	Jonathan Bickel
Behind the Wheel Instructor	Michael Lucky
Cafeteria Monitors	John Carley
	Kenneth Miller
	Bradley Conners
	Michael Lucky
	Martha Good
	Donna DelCollo
Yearbook Photographer	Jonathan Bickel
Fall Play Director	Michael O'Neill
Assistant Fall Play Director	David Fair
Show Choir Director	Melodie Fair
Jazz Band Director	David Fair

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

K. Approved additional days above the 189 contracted days per the CBA, effective the 2015-2016 school year, for the following personnel as listed:

- Two additional days (191 total):
 - John Carley (HS Tech Ed)
 - Ken Miller (HS Tech Ed)
- Five additional days (194 total):
 - Wendy Kerst (MS Librarian)
 - Amanda Templeton (HS Librarian)
 - Michael Muhr (Elem. Guidance Counselor)
- Six additional days (195 total):
 - Lucas Sandoe (Vo-Ag Program Director)
 - Karen Mohn (IS Librarian)
- Ten additional days (199 total):
 - J. Thomas Eberly (HS Guidance Counselor)
 - Lisa Fulton (MS Guidance Counselor)
 - Madelyn Saunders (Elementary Guidance Counselor)
 - Alexandra Sheakley (HS Guidance Counselor)
 - Kylie Smith (Psychologist)
 - Elizabeth Weidner (Psychologist)

- Fifteen additional days (204 total):
 - John Mentzer (HS Guidance Counselor/Virtual Academy)

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

L. Approved the following individuals as coaches for 2015 Fall sports season:

1. Robert Bounpane as a volunteer Girls Soccer Coach (pending receipt of all required documentation, clearances and release/disclosures).
2. Diane Bidelsbach as a JH Girls Soccer Coach (pending receipt of all required documentation, clearances and release/disclosures).

On a motion by Mr. Gardener, seconded by Mr. Houtz, No vote was taken on Item M.

M. Move to approve Randy Derr as Head Girls Softball Coach for the 2016 Spring sports season.

Mr. Moll made a motion to Table Item M, seconded by Mr. Kahl and approved by Voice vote, all voting Aye, Item M was Tabled. Further information was requested by the Board.

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

N. Approved adding the following individuals to the ELCO sub listing for the 2015-2016 school year (pending receipt of all required documentation, clearances and release/disclosures):

1. Brenda Burkholder – Café. Sub
2. Debra Snow – Instructional Aide
3. Tracy Wesley – Instructional Aide
4. Elizabeth Fluck – Elementary

On a motion by Mr. Gardener, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, Item O was approved:

O. Approved revised job descriptions of Administrative Assistant to the Superintendent and Payroll Clerk. (Board Attachment)

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

P. Approved an increase of \$2.00 per hour to Gloria Hill, per revised job description of Administration Assistant to the Superintendent/HR Coordinator, effective August 17, 2015.

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

Q. Approved an increase of \$2.00 per hour to Cynthia Sholly, per revised job description of Payroll and Benefits Coordinator, effective August 17, 2015.

Curriculum Committee – Mrs. Jadell Souders, Chair

On a motion by Mrs. Souders, seconded by Mr. Houtz, No vote taken on Item A.

Mr. Gardener made a motion to Table Item A, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, Item A was Tabled.

A. Move to approve the 2015-2016 student standardized testing schedule. (Board Attachment)

On a motion by Mrs. Souders, seconded by Mr. Houtz and approved by Voice vote, all voting Aye, Item B was approved:

B. Approved the 2015-2016 Federal Programs (Title I, II, & VI).

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

- C. Approved Jamie Cascarino, Chris Rada, Michael Gerhart, Christine Kassay, Jennifer Haas and Richard Sweger, Jr., to serve as Attendance Officers of the ELCO School District for the 2015-2016 school year.

General Services Committee – Mr. Leon Moll, Chair

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

- A. Approved authorizing the Business Manager to solicit bids for supplies and equipment for the 2015-2016 school year, and to purchase from state contract or cooperative purchasing programs when it is advantageous to the District to do so.

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

- B. Approved the contract renewal with NRG Controls, Inc., of Harrisburg, PA, for maintenance of the building control systems for the period of August 1, 2015 through July 31, 2016 at a cost of \$47,180 with an automatic renewal unless written notice is given 30 days prior to the anniversary date of the agreement. (The increase was \$1,000 from the previous year.)

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

- C. Approved a 5-year lease agreement with Toshiba Financial Services effective August 1, 2015 through July 31, 2020, in the amount of \$198,751.80.

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

- D. Approved the contract renewal with Daikin Applied, for the period of September 1, 2015 through August 31, 2016, at a cost of \$13,560. (The contract increased 2% from the previous year.)

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

- E. Approved the replacement of the Middle School compressor with McClure Company at a cost not to exceed \$24,552. (This project will be funded through the Construction Fund account, noting McClure Company is a COSTARS participant.)

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

- F. Approved a contract for the Transportation of School Pupils with Ephrata Mennonite School for the 2015-2016 school year, at the sum of \$31,680, effective August 24, 2015 to May 27, 2016.

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

- G. Approved bus stops for the 2015-2016 school year, noting they are subject to change.

Finance Committee – Mr. Scott Houtz, Chair

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

- A. Approved payment of bills as found listed and attached to the August 10, 2015 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$2,086,995.90
Construction Fund payments in the amount of	\$2,040.00
Cafeteria Fund payments in the amount of	\$16,491.27
Debt Service	\$8,716.42
Capital Reserve Fund	\$0.00

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

- B. Approved Middle School and High School Activity Accounts for the period ending June 30, 2015. (Board Attachment)

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

- C. Approved the exoneration of the 2015-2016 real estate taxes for Myerstown Elementary School.

On a motion by Mr. Houtz, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, Item D was approved:

- D. Approved the agreement with Central Susquehanna Intermediate Unit effective October 1, 2015, to provide hosted financial software services for Fund Accounting, Payroll, and Personnel to the District at a cost of \$22,500 with an automatic renewal unless written notice is given.

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

- E. Approved the termination of the agreement with K12 Enterprise effective January 31, 2016.

Superintendent's Report

Upcoming dates/information:

- August 18 & 19, 2015 – New Teacher Induction & Orientation
- August 20, 2015 – first Faculty /Staff Day
- August 25, 2015 – first Student Day
- September 4-7, 2015 – Labor Day Holiday – School is CLOSED

Dr. Zuilkoski asked Ms. Haas, High School Principal, to share information on the following items developed this year affecting high school students:

- Driver Permission Contract – change from previous years allowing students the opportunity to drive to CTC, Co-op, etc., by requesting permission and completing a contract.
- Parking Permit forms - are available on the ELCO website for students to obtain a parking permit for the school year.
- Parking Permit Program – all students requesting a Parking Permit for the first time must complete a course in order to qualify for a parking permit. All information is located on the ELCO website.
- Schedule Change Days – a change in procedure occurred this year by appointment, which made the process run smoother and no long waiting period for students and parents.

Dr. Zuilkoski asked Mr. Boltz, Director of Technology, to give an update on the 1:1 Initiative.

Mr. Boltz – the deployment /distribution of the iPads has gone well. The first round was held last week with the final distribution taking place this week, August 11-13. The ELCO website has information on the initiative and deployment schedule. Students not able to receive an iPad during this week will be given their iPad on the first day of school. Mr. Boltz stated he and his staff have received positive comments on the process of the distribution.

Information was also shared with the Board on student ID badges, PowerSchool access, and an updated listing of items not permitted in school buildings due to students with severe allergies.

Public Comments – Items On/Off the Agenda

- Dr. Noone – thanked the Board for listening to the concerns expressed at the July meeting that were presented by Dr. Flanagan regarding Trauma Sensitive Students and inquired if trainings will be made available to both staff and students this year.

Dr. Stauffer responded – trainings are being scheduled for both students and staff to begin this school year.

- Edwin Montijo, ELCO resident - iPad request for his children who are Homeschooled. Request was denied by the District stating the iPads are not curriculum (textbooks or materials) but rather equipment.

All comments and concerns were so noted by President Bernard and Dr. Zuilkoski.

Old Business

Mr. Bernard – commented on the Summer Reading Program for next year.

On a motion by Mrs. Souders, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, the following motion was removed from the Table:

Approved removing a motion Tabled at the July 13, 2015 Board Meeting adding an addendum to the High School Handbook regarding Weighted GPA.

Mrs. Souders made a motion to add an item to the agenda, seconded by Mrs. Boyer, and approved by Voice vote, all voting Aye, the following motion was added to the agenda:

Move to approve an addendum to the approve High School Handbook, adding language regarding the Weighted GPA.

On a motion by Mrs. Souders, seconded by Mrs. Boyer and approved by Voice vote, 0 Aye votes – 9 NO votes, the motion did not pass.

On a motion by Mr. Gardener, seconded by Mr. Moll and approved by Voice vote, all voting Aye, a Recess of the Regular Board of Education Meeting was called at 7:44 p.m. to adjourn to a Curriculum Committee Meeting.

The Regular Board of Education Meeting reconvened with President Bernard calling the meeting to order at 8:04 p.m.

New Business

Mrs. Souders made a motion to add an item to the agenda, seconded by Mr. Kahl and approved by a Voice vote, 8 Ayes – 1 NO vote by Mrs. Souders, the following motion was added to the agenda:

Move to approve the weighted GPA will be computed using a combination of the previous “add-on” weighting system and the new “factoring” weighting system.

On a motion by Mrs. Souders, seconded by Mr. Kahl with a Voice vote, 0 Aye votes – 9 NO votes, the motion did not pass.

On a motion by Mr. Gardener, seconded by Mrs. Souders and approved by Voice vote, all voting Aye, a second Recess of the Regular Board of Education Meeting was called at 8:36 p.m. to adjourn to a Curriculum Committee Meeting.

The Regular Board of Education Meeting reconvened with President Bernard calling the meeting to order at 8:50 p.m.

Mrs. Souders made a motion to add an item to the agenda, seconded by Mr. Gardener and approved by Voice vote, all voting Aye, the following motion was added to the agenda:

Move to approve the weighted GPA for non-seniors will be computed using a combination of the previous “add-on” weighted system and the new “factoring” weighting system. The weighted GPA for seniors will be computed using the current “add-on” system for the 2015-2016 school year.

On a motion by Mrs. Souders, seconded by Mrs. Boyer and approved by Voice vote, all voting Aye, the motion was approved:

Approved the weighted GPA for non-seniors will be computed using a combination of the previous “add-on” weighted system and the new “factoring” weighting system. The weighted GPA for seniors will be computed using the current “add-on” system for the 2015-2016 school year.

President Bernard directed the Superintendent and administration to re-evaluate factors for the weighted GPA system, which will be presented at the October 3 meeting.

Adjournment

On a motion by Mr. Gardener, seconded by Mr. Moll and approved by a voice vote, all voting Aye, President Bernard adjourned the meeting at 8:55 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary