

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

Committee-of-the-Whole Board Meeting
ELCO High School Library

September 9, 2013

The Committee-of-the-Whole Board of Education Meeting was called to order by President Moll at 6:04 p.m.

The Eastern Lebanon County School Board met in Committee-of-the-Whole Session in the ELCO High School Library with President Moll presiding and leading in the Opening Exercises.

Roll Call

The Temporary 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, Mrs. Stauffer, Ms. Haas, Mr. Gerhart, Mrs. Bowersox, Mr. Cascarino and Mrs. Shoemaker; Gwen Boltz, Business Manager; Bob Boltz, Director of Technology; Chris Rada, Middle School Asst. Principal; Stacy Edris, Asst. Business Manager; Doug Dresch, Director of Bldgs. & Grounds; a reporter from the Lebanon Daily News; and ten members of the community and staff attended.

Board President Communications

1. The Board met in Executive Session at 5:00 p.m., September 9, 2013 to discuss personnel issues.

Mr. Moll moved to add an action item to the agenda, seconded by Houtz and approved by voice vote, all voting Aye, Motion was added.

- A. *Recommend approval to terminate the employment of Mr. Kenneth Krause, high school music teacher, effective August 12, 2013.*

On a motion by Moll, seconded by Kahl and approved by voice vote, all voting Aye, Item A was approved:

- A. *Approved to terminate the employment of Mr. Kenneth Krause, high school music teacher, effective August 12, 2013.*

Mr. Moll noted charges against individual and be proactive in termination.

2. PSBA Elections
3. Recommend approval of Board Secretary, Gloria Hill, as the designated voter on behalf of the Board, to cast the Board's vote for the following PSBA Offices:

The Board cast their voice votes as indicated, noting Mr. Gardener abstaining from voting and not renewing membership.

- Williams S. LaCoff – President-elect (2 votes)
- **Mark B. Miller – President-elect (5 votes)**
- Larry B. Breech – Vice President (3 votes)
- **Charles H. Ballard – Vice President (4 votes)**
- Norman G. Hasbrouck – Treasurer – (2 votes)
- **Otto W. Voit, III – Treasurer (6 votes)**
- **Kathy K. Swope – At-Large Representative (8 votes)**

NOTE – displeasure with the process when responding to vote.

Public Comments – Items On the Agenda

No comments were made.

ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

On a motion by Gardener, seconded by Houtz and approved by voice vote, all voting Aye, Item A was approved:

A. Approved leave requests for the following individuals:

1. Bernice Bricker, Personal Care Assistant – retroactive to August 21, 2013 through approximately October 1, 2013
2. Stephanie Bicher, 3rd Grade teacher – retroactive to September 5, 2013 through approximately October 21, 2013

On a motion by Gardener, seconded by Walck and approved by voice vote, all voting Aye, Item B was approved:

B. Approved to accept a “Letter of Resignation” from Linda Rhoades, part-time cafeteria worker, effective August 9, 2013.

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, Item C was approved:

C. Approved to accept a “Letter of Resignation” from Aleesa Groff, Special Ed teacher (.6 position) at the Intermediate School, effective August 18, 2013.

On a motion by Gardener, seconded by Walck and approved by voice vote, all voting Aye, Item D was approved:

D. Approved a change in employment status of Leann Clark *from* substitute *to* personal care assistant (subject to assignment) retroactive to August 21, 2013 at an hourly rate of \$9.64 (6.5 hours per day).

On a motion by Gardener, seconded by Houtz and approved by voice vote, all voting Aye, Item E was approved:

E. Approved employment of Corrie Bailey as a personal care assistant (subject to assignment) retroactive to August 21, 2013 at an hourly rate of \$9.64 (6.5 hours per day).

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

F. Approved a change in employment status of Allison Fies *from* teacher substitute *to* part-time Special Ed teacher (.6 position), on a “Temporary Professional Contract” at a salary of Master’s – Step 1, retroactive to August 21, 2013. (Board Attachment)

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, Item G was approved:

G. Approved employment of Melodie Fair on a “Professional Contract” as MS/HS Choral teacher at a salary of Bachelor’s 24 - Step 4, retroactive to August 26, 2013 (pro-rated for the 2013-2014 for 187 days). (Board Attachment)

Item H

Souders – noted her concern over her longevity. Mr. Gardener noted this is a personnel issue that should be discussed in Executive Session.

On a motion by Gardener, seconded by Mark and approved by voice vote, with 8 Aye votes and 1 NO vote, Item H was approved:

H. Approved employment of Jennifer Moyer as a 10-month administrative assistant for the Intermediate School, at an hourly rate of \$14.55 (7.5 hours per day), start date pending receipt of all required documentation. (Board Attachment)

On a motion by Gardener, seconded by Kahl and approved by voice vote, all voting Aye, Item I was approved:

- I. Approved employment of Richard Sweger Jr., on a “Professional Contract” as High School Assistant Principal, at a salary of \$85,000 (pro-rated for the 2013-2014 school year), effective upon release from former school district. (Board Attachment)

On a motion by Gardener, seconded by Bernard and approved by voice vote, all voting Aye, Item J was approved:

- J. Approved MOU (Memo of Understanding) regarding personal leave taken during the first five contracted days. (Board Attachment)

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

- K. Approved the following individuals for extra-curricular positions for the 2013-2014 school year as listed:

*FFA Advisors	Stacy Dieffenbach – 50%
	Jessica DiMarzio – 50%
*Show Choir Director	Melodie Fair
Marching Band Director	Dave Fair
Jazz Band Director	Dave Fair
Assistant Drama Director/Tickets	Dave Fair
Graduation Project Coordinator	Amanda Templeton
Renaissance Coordinator(s)	TBA
	TBA
Freshman Class Advisor	TBA

*Positions which were previously approved August 12, 2013, have been updated (name/position/salary).

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

- L. Approved request of Jessica DiMarzio, long-term Vo Ag sub, for 1.5 days of “Absence Without Pay” September 20, 2013 (.5 day) and September 23, 2013 (1 day). (Board Attachment)

NON-ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following:

- A. Recommend approval to employ _____ as an instructional aide for the Intermediate School, at an hourly rate of _____ (___ hours per day), pending receipt of all required documentation.
- B. Recommend approval for the revised job description of the ELCO School District Library Secretary. (Board Attachment)
- C. Recommend approval to add Bradley Hartman and Avery Rohr to the list of custodial substitutes.
- D. Recommend approval adding the following individuals to the ELCO sub listing (pending receipt of all required documentation):
 1. Leah Hollinger – Art K-12
 2. Natalie Griffin – English 7-12
 3. Tammy Sweeney – Social Studies 7-12
 4. Jennifer Zimmerman – Music K-12
 5. Rebecca Batz – Library Science K-12
 6. Rachael Nelson – Elementary Ed K-6
 7. Cameron Lawrence – English 7-12

8. Chase Cramer – Music & Chemistry
 9. Andrew Koman – Social Studies 7-12
 10. Kelcie Werner – Elementary Ed K-6
 11. Michael Ziegler – Custodian
 12. Mellony Templin – Cafeteria
 13. Christine Hickernell - Cafeteria
- E. Recommend approval of request from Phran Simmermon, instructional aide, for three (3) days of “Absence Without Pay” October 2-4, 2013. (Board Attachment)
- F. Recommend approval of a trip request from Charles Gerberich (Cross Country coach) and the High School Cross Country team to travel and participate in the 2014 Walt Disney Cross Country Classic, October 1-6, 2014 in Orlando, FL. (Early approval is sought in order to allow time for fundraising to defer costs.)

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of the ELCO High School Ag Occupational/Advisory Committee Members. (Board Attachment)
- B. Recommend approval of the ELCO Agriculture Local/Occupational Advisory Committee Meeting Minutes of August 28, 2013. (Board Attachment)

General Services Committee – Mr. Scott Houtz, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of a contract with Select Environmental Solutions, Inc., 111 Deck Road, Womelsdorf, PA, to operate the sewer plant effective October 15, 2013, at a cost of \$2,350 per month.

Finance Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of payment of bills as found listed and attached to the September 9, 2013 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$1,321,377.85
Construction Fund payments in the amount of	\$0.00
Cafeteria Fund payments in the amount of	\$33,499.28
Debt Service	\$0.00

Superintendent's Report

Dr. Zuilkoski informed those in attendance of activities that will be taking place:

Upcoming dates:

- September 16, 2013 – Regular Board of Education Meeting
- September 20, 2013 – 4:00 to 7:00 pm – ELCO 50th Anniversary Celebration – *Kudos to Jen Moyer; noted activities to be expected*
- September 20, 2013 – 7:00 to 10:00 pm – Homecoming Football Game

Public Comments – Items On/Off the Agenda

No comments were made.

Old Business

Mrs. Souders asked for the following:

1. Costs associated with the Las Vegas convention

2. Stipend amount for curriculum chairs
 - a. It is a sliding scale based upon size of the department: per year, <8, \$1250; 9-14, \$1500; >15, \$2000

New Business

Mr. Gardener congratulated admin and professional staff for smooth start to the year.

Mr. Houtz noted girls soccer event – Kick Start Your Heart – September 30 @ Youth Night.

Adjournment

On a motion by Houtz seconded by Bernard and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Carrie Boyer

for

Gloria J. Hill
Board Secretary