

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

Regular Board of Education Meeting  
ELCO High School Library

August 12, 2013

The Regular Board of Education Meeting was called to order by President Moll at 6:01 p.m.

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

Roll Call

The Secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders and Mrs. Walck; and Messrs. Bernard, Gardener, Houtz, Kahl, and Moll. Absent from the meeting was Mr. Mark. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Mrs. Bowersox, Mr. Gerhart, Ms. Haas, Mr. Rada, Mrs. Shoemaker, Gwen Boltz, Bob Boltz, Doug Dresch, Stacy Edris, Gloria Hill - Board Secretary; reporters from Lebanon Daily News, ABC 27, and Laura LeBeau of WLBR; five community members and twenty faculty members.

Board President Communications

1. The Board met in Executive Session at 5:00 p.m., August 12, 2013 to discuss legal matters.

Public Comments – Items On the Agenda

No comments were made.

Approval of Minutes

On a motion by Boyer, seconded by Bernard and approved by voice vote, all voting Aye, the Minutes of 07-22-13 were approved.

Approval Treasurer's Report

On a motion by Boyer, seconded by Kahl and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 07-31-13.

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. Accepted a "Letter of Resignation" from Kenneth Napaver, High School Principal, effective July 23, 2013.

On a motion by Gardener, seconded by Kahl, and approved by voice vote, 7 Ayes and 1 NO by Souders, Item B was approved:

- B. Approved the appointment of Jennifer Haas as ELCO High School Principal effective July 23, 2013 at a salary of \$89,000.

*Mr. Moll congratulated Ms. Haas on her appointment, which was accompanied by applause from those attending.*

*Ms. Haas thanked the board and expressed her excitement in serving the District as ELCO's High School Principal, which is her Alma Mater.*

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

- C. Accepted a "Letter of Resignation" from Angela Porkka, Middle School instructional aide, effective July 23, 2013.

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

- D. Accepted a "Letter of Resignation" from Stacia Pfautz, Intermediate School instructional aide, effective August 20, 2013.

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

- E. Accepted a "Letter of Resignation" from Donna Ansel, High School cafeteria worker, effective August 19, 2013.

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

F. Accepted a "Letter of Resignation" from Angela Hartman, Middle School library secretary, effective August 20, 2013.

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

G. Accepted a "Letter of Resignation" from Nancy Hibshman, Intermediate School Administrative Assistant, effective August 16, 2013.

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

H. Approved employment of Joshua Glant as High School Math teacher, on a "Temporary Professional Contract," effective the 2013-2014 school term at a salary of Bachelor's - Step 1 (subject to assignment and pending receipt of all required documentation). (Board Attachment)

*Mr. Moll congratulated Mr. Glant and welcomed him to ELCO.*

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

I. Approved employment of Crista Wagner as Special Ed teacher, on a "Temporary Professional Contract," effective the 2013-2014 school term at a salary of Master's - Step 3 (subject to assignment and 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 J was approved:

J. Approved employment of Corinne Shaak on a "Letter of Temporary Employment" as a part-time Reading teacher for the 2013-2014 school year at a salary of Bachelor's - Step 3 (subject to assignment and pending receipt of all required documentation). This is a one-year position based upon School Improvement funding. (Board Attachment)

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

K. Approved a request from Sherrie Liskey, instructional aide at Jackson Elementary, for two days of "Absence Without Pay", for September 13 & 16, 2013.

#### *Item L*

*Mrs. Souders questioned if a closer location for the conference was considered.*

*Dr. Zuilkoski responded - this is a conference for all Curriculum Coordinators in the LLIU. The LLIU is responsible for making the arrangements of the conference, and that Mrs. Stauffer will report to the Board and share information with faculty on the focus of the conference, which is on Common Core Standards.*

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

L. Approved a conference request to Terrie Stauffer to travel and attend the LLIU Curriculum Coordinator's Fall Seminar in Baltimore, MD, September 25-27, 2013, at an approximate cost of \$750.

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

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

Show Choir Director	David Fair	
Band Drill Instructors	Craig DeVore	50%
	Kris Miller	25%
	Seth Moyer	25%
Marching Instructors	Mark Doll	50%
	Jeremy Ulrich	50%
Percussion Instructor	Mark Doll	
Senior Class Advisor	Emily Ziegler	
Junior Class Advisor	Alysha Burkholder	
Sophomore Class Advisor	Ashley Huttenstine	
Freshman Class Advisor	<b>TBA</b>	
Drama Director	Michael O'Neill	
Envirothon Advisor	Lynn Aponick	
FBLA Advisor	Amy Weddle	
FFA Advisor	Stacy Dieffenbach	
Fitness Center Monitor	Adam Zurick	
National Honor Society Advisor	Martha Confalone	
Quiz Bowl Advisor (HS)	Paul Dissinger	
Quiz Bowl Advisor (MS)	David Hull	
Science Fair Advisor	Todd Dresch	

Student Council Advisor	David Fair
TSA Advisor	Kenneth Miller
Yearbook Advisor	Jonathan Bickel
Behind the Wheel Instructor	Michael Lucky
Cafeteria Monitors	John Carley
	Martha Confalone
	Kris Haley-Paul
	Michael Lucky
	Kenneth Miller
	James Weaver
Odyssey of the Mind Advisor	Angie Struckmann (3 levels – HS, MS, Elem.)

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

N. Approved the following individuals to serve as coaches for the 2013 Fall Sports season:

Girls Soccer Volunteer Coaches:	Megan Arnold, Mike Gettle
Girls Volleyball Volunteer Coach:	Holly Hartman
JH Boys Soccer Coach:	John Fisher
JHJV Boys Soccer Coach:	Aaron Kline

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

O. Approved the 2013-2014 ELCO substitute list (renewals). (Board Attachment)

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

P. Approved adding the following individuals to the ELCO substitute list (new) (pending receipt of all required documentation):

1. Rebecca Ruoss – Elementary Ed
2. Kristen Inch – Elementary Ed
3. Molly Miller – Technology Ed, Ag Ed
4. Tracy Keith – Phys. Ed
5. Jaclyn Kramer – Elementary Ed
6. April Wingert – Cafeteria
7. Tracy Giffin – Personal Care Aide, Instructional Aide, Secretarial, Custodial

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

Q. Approved Curriculum Coordinators for the 2013-2014 school year:

<u>Department</u>	<u>Dept. Chair</u>
Art	Kris Haley-Paul
Business Education	Amy Weddle
Family Consumer Science	Joyce Wherley
Health, Physical Education	Heather Gery
Language Arts	Amanda Templeton
Mathematics	Michael Simmons
Music	Brian Klinger
Reading	Pat Hall
Science	Lynn Aponick
Social Studies	Robert Miller
Special Education	Beth Weidner
Technology Education	Ken Miller

K-5 Team Leaders:

Kindergarten	Michelle Zurick, Ruthanne Gray
1 <sup>st</sup> Grade	Kristi McDonnell, Ashley Hawbaker
2 <sup>nd</sup> Grade	Jane Gruber, Beth Kane
3 <sup>rd</sup> Grade	Erin Attivo, Sue Gingrich
4 <sup>th</sup> Grade	Kristi Fields, Nick Wright
5 <sup>th</sup> Grade	Gretchen Miller, Kathy Shappell
Elementary Special Ed	Jeremy Sweigart
Elementary Instr. Music	Michael Stauffer

*Item R*

*Mr. Kahl questioned if stipend is given and the amount.*

*Dr. Zuilkoski responded – stipend is given and will provide amount to him.*

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

R. Approved Mentors for the 2013-2014 school year:

New Teacher  
Joshua Glant  
Jessica DiMarzio  
Jamie Edwards

Mentor  
Michael Simmons  
Sara Velazquez  
TBA

Curriculum Committee – Mrs. Jadell Souders, Chair

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

A. Approved the 2013-2014 student standardized testing schedule. (Board Attachment)

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

B. Approved the 2013-2014 Federal Programs (Title I, II, & VI).

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

C. Approved Jamie Cascarino, Laurie Bowersox, Michael Gerhart, Chris Rada and Jennifer Haas to serve as Attendance Officers of the ELCO School District for the 2013-2014 school year.

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

D. Approved the following new course for ELCO High School to be offered for the 2013-2014 school term: (Public Attachment)

- Social Studies Course Proposal
  - Course Title: Civics and Government Systems (10<sup>th</sup> Grade)
  - Textbook: "Building Citizenship/Civics and Economics"

General Services Committee – Mr. Scott Houtz, Chair

*Item A*

*Mrs. Boyer questioned the savings of the contract with NRG.*

*Ms. Boltz responded – the District would realize a savings of \$60,000 plus the \$10,000 in parts.*

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

A. Approved a contract with NRG Controls, Inc. of Harrisburg, PA, for maintenance of the building control systems for the period August 1, 2013 through July 31, 2014 at a cost of \$45,500, with automatic annual renewal unless written notice is given 30 days prior to anniversary date of the agreement. (NOTE: This first year the contract will include \$10,000 worth of parts.)

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

B. Approved bus routes and stops for the 2013-14 school year, noting they are subject to change. (Listing available upon request)

On a motion by Houtz, seconded by Boyer, and approved by voice vote, 7 Ayes and 1 Abstention by Bernard, Item C was approved:

C. Approved vehicles and drivers of buses and vans for the 2013-2014 school year. (Public Attachment)

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

D. Approved the following individuals be added as substitute bus drivers with our transportation contractor, BTI (pending receipt of all required documentation):

1. Gregory C. Scheer
2. Constance E. Bamberger

*Item E*

*Mr. Gardener questioned the contract and certain details/documents on file.*

*Ms. Boltz responded they are students who reside in the district and attend EMS; and all documents are on file.*

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

- E. Approved a contract for the Transportation of School Pupils with Ephrata Mennonite School for the 2013-2014 school year, at the sum of \$38,014.20, effective August 22, 2013 to May 28, 2014. (Board Attachment)

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

- F. Approved authorizing the Business Manager to solicit bids for supplies and equipment for the 2014-2015 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 Houtz, seconded by Boyer, and approved by voice vote, all voting Aye, Item G was approved:

- G. Approved a contract renewal with McQuay Air Conditioning Factory Service for the period of September 1, 2013 through August 31, 2014 at a cost of \$13,287.

#### Finance Committee – Mrs. Carrie Boyer, Chair

On a motion by Boyer, seconded by Houtz, 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 12, 2013 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of:	\$1,601,448.25
Construction Fund payments in the amount of:	\$0.00
Cafeteria Fund payments in the amount of:	\$736.69
Debt Service	\$20,996.58

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

- B. Approved the High School and Middle School Activity Accounts quarter ending June 30, 2013. (Board Attachment)

#### *Item C*

*Laura LeBeau questioned what does this pertain to.*

*Ms. Boltz responded – this is a formality to join the group in civil action regarding the Lebanon EIT issue.*

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

- C. Approved Pepper Hamilton, LLP, 100 Market Street, Suite 200, Harrisburg, PA 17018-1181, to defend the District in a civil action concerning Lebanon County Earned Income Tax Bureau.

#### Principal Reports

Mrs. Bowersox, Intermediate School Principal, reported on orientation dates and Meet-the-Teacher night.

Ms. Haas, High School Principal, reported on several items: fall sports started, teacher day held, Driver Safety program, orientation, and Meet-the-Teacher night.

Mr. Cascarino, Elementary Principal, reported on dates set for orientation and Meet-the-Teacher night.

Mr. Gerhart, Middle School Principal, reported on orientation, conferences will be held later in September, and Tail Gating activity being planned for September 13th.

#### Superintendent's Report

Dr. Zuilkoski reported on upcoming dates: August 21, 2013 – First day for all faculty/staff; August 26, 2013 – First day for students; and the District Vision – To return the ELCO School District to a place of pride within the community by raising academic expectations, improving instructional practices, increasing communication with all constituents, and creating a positive climate and culture within all District buildings through increased levels of accountability and reflection.

He also made a statement concerning the incident involving teacher, Mr. Krause, which is attached to the Minutes.

#### Public Comments – Items On/Off the Agenda

1. Laura LeBeau – asked questions regarding the incident involving Mr. Krause; and the demeanor of band students.  
*Dr. Zuilkoski addressed her questions.*
2. Laura LeBeau – questioned the District Vision.  
*Dr. Zuilkoski addressed her question.*

*President Moll commented on the teacher incident stating that it is a sad day. However, the focus needs to be on our students and supporting them, and the vision of the District.*

#### Old Business

Mrs. Boyer gave a report on refinancing – bank loans were solicited from 22 entities with three responding. The rates through the bank loan are better than those anticipated in a bond sale. We do not expect bond rates to come down any time soon. Therefore, the administration recommends the district proceed with the bank loan to refinance the remainder of the 2008 and 2008B bonds as well as a portion of the 2009 bonds.

Fulton Bank provided the best proposal of the three received with a fixed rate of 3.43% for ten years and a variable rate of 65% of prime with a maximum of 5.5% for the remaining term. Based on a worst-case scenario using the 5.5% maximum after ten years, the saving is \$386,942. If the 20-year historical average of prime is used rather than 5.5% maximum, the savings is estimated to be \$866,243.

Boyer made a motion to add an item to the agenda, seconded by Kahl, and approved by voice vote, all voting Aye.

- A. *Recommend approval to proceed with the refinancing as proposed since the savings exceeds the target of \$360,000 approved by board resolution of June 17, 2013.***

#### Item A

*Mr. Gardener asked when will savings be realized.*

*Ms. Boltz responded - \$369,000 will be seen this year.*

On a motion by Boyer, seconded by Houtz, and approved by voice vote, with 7 Ayes and 1 Abstention by Bernard, Item A was approved:

- A. *Approved to proceed with the refinancing as proposed since the savings exceeds the target of \$360,000 approved by board resolution of June 17, 2013.***

#### New Business

No new business was reported.

#### Adjournment

On a motion by Boyer seconded by Bernard and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:38 p.m.

Respectfully submitted

Gloria J. Hill  
Board Secretary

*Next School Board Meeting – September 9, 2013*