

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

Regular Board of Education Meeting
ELCO High School Library

June 17, 2013

The Regular Board of Education Meeting was called to order by President Moll at 6:08 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 Assistant Secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders and Mrs. Walck; and Messrs. Bernard, Houtz, Kahl, Mark and Moll. Absent from the meeting was Mr. Gardener. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Mr. Felty, Mr. Gerhart, Mrs. Bowersox, Mrs. Stauffer, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Bob Boltz, Director of Technology; Jennifer Haas, High School Asst. Principal; Doug Dresch, Director of Bldgs. & Grounds; Stacy Edris, Asst. Business Manager; Gloria Hill, Asst. Board Secretary; a reporter from Lebanon Daily News; and six staff and community members.

Board President Communications

1. The Board met in Executive Session at 5:00 p.m., June 17, 2013, to discuss personnel matters.

Presentation on Summer School Proposal

Mr. Gerhart and Mr. Felty presented information on a proposal for summer school. The company Keystone Credit Recovery was used in the past, which is a mail-in packet type of program. Cost of this program was approximately \$117 per student, which is paid by student directly to the company, and ELCO has no curricular options for changing what a student is offered. With the proposal of the new program students will have the opportunity to receive credit recovery through the Blendschools.net framework July 8th through August 8th under the direction of our teaching staff. Students will pay \$250 per class, or \$225 if they provide their own computer. Only core classes will be offered and we will handle all aspects of the program. Details of the complete proposal are attached to the Minutes.

Presentation on ELCO Virtual Academy

Mr. Gerhart presented an update on our program, which has been running for two years and is currently under the direction of Mr. Gerhart and Mr. John Mentzer. It was noted that when the district is notified of students enrolling in other programs outside the traditional classroom, contact is made and the option of enrolling in our Virtual Academy is encouraged. Contact is also made when students withdraw from the program. We currently have 26 students enrolled for the 2013-2014 school year. All details of the program, including costs and historical data, are attached to the Minutes.

Presentation on Calculation of Millage

Ms. Boltz provided information on the calculation of equalized mills, which is attached to the Minutes.

Public Comments – Items On the Agenda

No comments were made.

Approval of Minutes

On a motion by Mark, seconded by Boyer and approved by voice vote, all voting Aye, the Minutes of 05-13-13 and 06-03-13 were approved.

Approval Treasurer's Report

On a motion by Boyer, seconded by Bernard and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 05-31-13.

Consent Items (Items discussed on June 3, 2013).

On a motion by Bernard, seconded by Kahl and approved by voice vote, all voting Aye, ALL Consent Items were approved:

Personnel Committee

- A. Approved accepting a "Resignation Letter" from Scott Bennetch, high school Math teacher, effective August 1, 2013.
- B. Approved a request from Stacy Dieffenbach, Vo Ag teacher, to extend her leave through the 1st semester of the 2013-2014 school term, returning to the classroom for the 2nd semester.
- C. Approved a change in employment status for Sue Steckbeck *from* half time *to* full-time high school Special Ed teacher, effective the 2013-2014 school term.
- D. Approved request of Harry Bottomstone to rescind his request to retire and continue his employment in a half-time custodial position effective July 1, 2013.
- E. Approved a request from Nan Gift, retiring elementary teacher, to be included on the ELCO sub listing for the 2013-2014 school year.
- F. Approved a request from Judy Uhrich, retiring elementary teacher, to be included on the ELCO sub listing for the 2013-2014 school year.
- G. Approved request from Stacia Pfautz, instructional aide, for two days of "Absence Without Pay" retroactive to May 14 & 17, 2013.
- H. Approved additional days above the 189 contracted days per the CBA, effective for the 2013-2014 school year, for the following personnel:
 - Two additional days (191 total):
 - Dennie Boltz (IS Librarian)
 - Wendy Kerst (MS Librarian)
 - Karen Mohn (JA/FZ Librarian)
 - Amanda Templeton (HS Librarian)
 - John Carley (HS Tech Ed)
 - Ken Miller (HS Tech Ed)
 - Michael Muhr (Elem. Guidance Counselor)
 - Ten additional days (199 total):
 - J. Thomas Eberly (HS Guidance Counselor)
 - Lisa Fulton (MS Guidance Counselor)
 - Alexandra Sheakley (HS Guidance Counselor)
 - Jennifer Kagarise (Psychologist)
 - Elizabeth Weidner (Psychologist)
 - Fifteen additional days (204 total):
 - John Mentzer (HS Guidance Counselor/Virtual Academy)
 - Twenty additional days (209 total):
 - Stacy Dieffenbach (Vo-Ag Program Director)
- I. Approved granting Tenure to the following individuals:
 1. Joel Hill, 4th grade teacher – Intermediate School
 2. Ashley Keath, Special Ed teacher – Intermediate School
 3. Kaitlyn Strayer, 1st grade teacher – Fort Zeller Elementary
 4. Emily Ziegler, Language Arts teacher – Middle School
 5. Joseph Sandoe, Chemistry teacher – High School

6. Victoria Taylor, English teacher – High School

J. Approved naming the following individuals as coaches for the 2013 Fall sports season:

Football:	Varsity Head Coach	Robert Miller
	Varsity Asst. Coaches	John Carley, Earl Thomas, Robert Williams
	JH Asst. Coaches	Wyatt Hall, Derek Thomas, Chad Miller
	Varsity Volunteer Coaches	Derek Fulk, Mitch Davis, Warren Zimmerman
Boys Soccer:	Varsity Head Coach	Kirk Keppley
	Varsity Asst. Coaches	John Mentzer, Sean Miller
	JH Asst. Coaches	TBD
	Varsity Volunteer Coaches	Greg Gardner, Matt Landis
Girls Soccer:	Varsity Head Coach	Derek Fulk
	Varsity Asst. Coaches	Katie Lamm, Robert Smith
	JH Asst. Coaches	Samantha Shober, Wes Soto
	Varsity Volunteer Coaches	Ryan Parker, John Smith, Mike Gettle
Field Hockey:	Varsity Head Coach	Lisa Kercher
	Varsity Asst. Coaches	Emily Weiler, Ashley Keath
	JH Asst. Coaches	Brenda Miller, Meghan Boyer
	Varsity Volunteer Coaches	Zachary Cook
Girls Tennis:	Varsity Head Coach	Cathy Shaak, Chris Gyorke
	Varsity Volunteer Coaches	Charles Gerberich
Cross Country:	Varsity Head Coach	Kylie Bingaman
	JH Asst. Coach	Greg Underkoffler
	JH Volunteer Coach	Dave Meyer
	Varsity Head Coach	Paul Donecker
Golf:	Varsity Head Coach	Paul Dissinger
	Varsity Volunteer Coach	Joshua Glant
	Varsity Asst. Coach	Wes Harpold, Bryan Yingst
	Varsity Volunteer Coaches	Lisa Liskey
Cheerleading:	Varsity Head Coach	Jennifer Reinhart
	JH Asst. Coach	Jennifer George, Sherri Fake
	Varsity Volunteer Coaches	

Curriculum Committee

- A. Approved a contract with Yellow Breeches for services for the 2013-2014 school year; Cost: \$89,661.00. (Board Attachment)

General Services Committee

- A. Approved renewal of general property liability insurance and worker's compensation insurance packages in the total amount of \$189,313. (Board Attachment)
- B. Approved Schedule of Facility Fees for 2013-14. (Public Attachment)
- C. Approved Drs. Flanagan and Noone as school dentists for 2013-14 at a rate of \$3,120 for the year.
- D. Approved Schaefferstown Family Practice to serve as school doctors for 2013-14 with rates as follows (NOTE: there is no change in rates from 2012-13 for these services):

• Physicals		\$25
• Flu Shots		\$25 - (if available)
• Sports Physicals	Fall (1)	\$800 - for 0-75 physicals
		\$1,200 - for 76-125 physicals
		\$1,600 - for 126 or more physicals
	Fall (2)	\$600 - for 0-50 physicals
		\$800 - for 51 or more physicals
	Winter/Spring	\$600 - for 0-50 physicals (winter)

- Football Games

\$800 – for more physicals (winter)
\$200/game

Finance Committee

- A. Approved Budget Transfers for the 2012-2013 fiscal year that may be required by the local auditors subsequent to June 30, 2013.
- B. Approved Resolution #06-17-13-I concerning fund balance designations at June 30, 2013. (Board Attachment)
- C. Approved Resolution #06-17-13-II setting homestead/farmstead exemptions for 2013-14. (Board Attachment)

Non-Consent Items

Personnel Committee – Mr. Brandon Bernard, Acting Chair

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

- A. *Approved employment of Jonathan Krall as a full-time Maintenance/Groundskeeper (12 months/year, 8 hrs./day), effective July 1, 2013 at a rate of \$13.15/hr., pending receipt of all required documentation. (Board Attachment)*

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

- B. **Approved accepting a letter of resignation from Jean Henry, Personal Care Aide, retroactive to June 7, 2013.**

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

- C. **Approved accepting a letter of resignation from Kati Dalton, Middle School Earth and Space Science teacher, effective June 30, 2013.**

Item D – Mrs. Souders questioned Mr. Gerhart regarding the number of internal candidates that applied for the Science position at the Middle School and why they were not interviewed. Dr. Zuilkoski addressed Mrs. Souders – internal postings for a position may be appointed by the principal by virtue of qualifications.

On a motion by Bernard, seconded Kahl, and approved by voice vote, with seven (7) Ayes and one (1) NO vote by Souders, Item D was approved:

- D. **Approved to employ Nicole Wilson, on a Temporary Professional Contract (189 days), as an Earth and Space Science teacher, effective the 2013-2014 school term, at a salary of Bachelor's – Step 2. (Board Attachment)**

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

- E. **Approved to employ Jamie Edwards, on a "Letter of Temporary Employment" as an elementary learning support teacher, for the 2013-2014 school term (189 days), at a salary of Bachelor's – Step 1, pending receipt of all required documentation. (Board Attachment)**

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

- F. **Approved to employ Jessica DiMarzio, on a "Letter of Temporary Employment" as Vo Ag teacher, for the 1st semester of the 2013-2014 school term (94 days), at a salary of Bachelor's – Step 1. (Board Attachment)**

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

- G. **Approved a trip request from Stacy Dieffenbach and ELCO FFA officers to travel and attend an FFA Officers Retreat, July 9-11, 2013. (Details of trip and agenda are attached. Cost to the district is for use of a school van.)**

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

- H. **Approved accepting a letter of resignation from Edward Felty, High School Principal, effective June 30, 2013.**

General Services Committee – Mr. Scott Houtz, Chair

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

- A. **Approved a parent request from Jessica Rittler regarding her daughter, Rachel Rittler, a resident of the Northern Lebanon School District, to ride Eastern Lebanon County (ELCO) School District vehicles to Linden Hall (212 E. Main Street, Lititz, PA 17543) as long as ELCO has a student attending and needing transportation to Linden Hall, and it can be done at no additional expense to the ELCO School District. Pick up and drop off locations for Rachel must be at an existing bus stop within the ELCO School District boundaries. (Board Attachment)**

Finance Committee – Mrs. Carrie Boyer, Chair

On a motion by Boyer, seconded by Mark, and approved by voice vote, all voting Aye, with Mr. Bernard abstaining, Item A was approved:

- A. *Approved payment of bills as found listed and attached to the June 3, 2013 Board Agenda in the amounts indicated (Board Attachment):*

<i>General Fund payments in the amount of</i>	<i>\$1,316,857.00</i>
<i>Construction Fund payments in the amount of</i>	<i>\$0.00</i>
<i>Cafeteria Fund payments in the amount of</i>	<i>\$80,874.80</i>
<i>Debt Service</i>	<i>\$62,333.33</i>

On a motion by Boyer, seconded by Houtz, and approved by voice vote, all voting Aye, with Mr. Bernard abstaining, Item B was approved:

- B. *Approved designation of depositories and bank accounts for 2013-2014. (Board Attachment)*

On a motion by Boyer, seconded by Bernard, and approved by Roll Call vote, 8 Ayes, Item C was approved:

- C. *Approved equalized mills at 12.8462 mills. (This converts the millage pre-assessment to the reassessment number.) (Roll Call Vote)*

On a motion by Boyer, seconded by Houtz, and approved by Roll Call vote, 8 Ayes, Item D was approved:

- D. *Approved changes to 2013-14 Proposed Final Budget (Board Attachment). (Roll Call Vote)*

On a motion by Boyer, seconded by Bernard, and approved by Roll Call vote, 7 Ayes and 1 NO vote by Mrs. Souders, Item E was approved:

- E. *Approved Resolution #06-17-13-III adopting the 2013-14 General Fund Budget. (Board Attachment) (Roll Call Vote)*

Item F – Ms. Boltz gave a brief synopsis of resolution stating the district will save \$300,000.

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

- F. **Approved Resolution #06-17-13-IV authorizing the incurrence of debt.**

Principal Reports

Intermediate School – Mrs. Bowersox reported on a successful ending of the school year. 5th graders experienced a “Clap Out” their last day noting this class was the first class to completely go through the I.S.

High School – Mr. Felty thanked the Board for their support at Commencement and reported scheduling for the 2013-2014 school year will begin soon. He also expressed his thanks to everyone for the support he received during his 11-year tenure with ELCO.

Elementary – Mrs. Stauffer reported on a successful ending at both Fort Zeller and Jackson elementary schools; gave thanks for the PTO's support and provisions made to each elementary school throughout the year; reported on the Book Swap, assemblies on Reading and the importance of reading through the summer.

Mrs. Souders commented and commended the staff at Jackson on their program to encourage Reading over the summer. This program is also offered at Fort Zeller.

Middle School – Mr. Gerhart reported on the successful end-of-the-year activities – Field Day, Awards Assembly, etc. Scheduling for 2013-2014 will begin soon, noting the PSSA tests and grades will be used in determining classes assigned.

Dr. Zuilkoski commented that the Middle School PSSA's scores drastically improved from previous years.

Superintendent's Report

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

A. Approved revisions to the following district policies, First Reading (Public Attachment):

1. Policy 337 – Administrative Employees, Vacation
2. Policy 623 – Finances, Credit Cards
3. Policy 808 – Operations, Food Services

Dr. Zuilkoski requested a motion be made to approve the Summer School proposal.

On a motion by Houtz, seconded by Kahl and approved by voice vote, all voting Aye, the following motion was made and approved:

Recommended and approved the use of BlendedSchools for the Summer School program to be offered by ELCO beginning July 2013.

Dr. Zuilkoski reported on the change in dates for upcoming board meetings noting proper notification will be made to the public.

An expression of thanks was made by Dr. Zuilkoski to Mr. Douglas Good, out-going School Board Secretary, for his years of service to the School Board. Mr. Good was not able to attend the meeting.

Public Comments – Items On/Off the Agenda

Mrs. Boyer commended our varsity football players for the way they greeted our young people attending football camp at ELCO.

Old Business

Mr. Moll commented on Commencement, which was well done and thanked everyone for their efforts. He also read a letter from Representative RoseMarie Swanger regarding Charter Schools.

New Business

Mr. Bernard made motion for approval to add an action item to the agenda concerning termination of employment, seconded by Kahl and approved by voice vote, all voting Aye, motion was added.

Recommend approval to remove and dismiss for cause, Mr. Joseph Kalbach as high school custodian, effective June 17, 2013.

On a motion by Bernard, seconded by Kahl and approved by voice vote, all voting Aye, the following motion was approved:

Approved to remove and dismiss for cause, Mr. Joseph Kalbach as high school custodian, effective June 17, 2013.

Mr. Bernard made motion for approval to add an action item to the agenda concerning the transfer of employee, seconded by Kahl and approved by voice vote, all voting Aye, motion was added.

Recommend approval for the transfer of James Lantz from substitute custodian to full-time custodian (subject to assignment), effective July 1, 2013, at a rate of \$10.03/hour, and giving him credit for time worked since May 15, 2013 towards the 60-day probationary period.

On a motion by Bernard, seconded by Kahl and approved by voice vote, all voting Aye, the following motion was approved:

Approved the transfer of James Lantz from substitute custodian to full-time custodian (subject to assignment), effective July 1, 2013, at a rate of \$10.03/hour, and giving him credit for time worked since May 15, 2013 towards the 60-day probationary period.

Mr. Bernard made motion for approval to add an action item to the agenda concerning Schedule of Board Meeting Dates for 2013, seconded by Houtz and approved by voice vote, all voting Aye, motion was added.

I hereby move that the meeting of the School Directors of the Eastern Lebanon County School District scheduled for July 8, 2013 be postponed to July 22, 2013, and the December 2, 2013 meeting of the Board of School Directors be moved to December 3, 2013.

On a motion by Bernard, seconded by Houtz and approved by voice vote, all voting Aye, the following motion was approved:

Approved the meeting of the School Directors of the Eastern Lebanon County School District scheduled for July 8, 2013 be postponed to July 22, 2013, and the December 2, 2013 meeting of the Board of School Directors be moved to December 3, 2013.

Adjournment

On a motion by Bernard seconded by Mark and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 7:10 p.m.

Respectfully submitted

Gloria J. Hill
Asst. Board Secretary