

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

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

January 11, 2018  
(Makeup date from January 8, 2018)

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Jack Kahl at 6:00 p.m.

President Kahl announced the meeting is being recorded.

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

Roll Call

Acting Secretary, Tina Kunder called the roll. The following members were present: Mrs. Gray-Hayes, Dr. Smith, Mrs. Souders, Ms. Stettler, Mrs. Thomas, and Mrs. Weaver; and Messrs. Ferrari, Kahl, and Ondrusek. Also in attendance were the following from the administrative team: Mrs. Vicente, ~~Mrs. Davis~~, Ms. Haas, Mrs. Kassay, ~~Mr. Gerhart~~, Mrs. Hower, Mr. Cascarino, Mr. Soden, Mrs. Shoemaker, Mr. Sweigart, Mr. Seldomridge, Mr. Boltz, Mrs. Kunkelman, Mr. Dresch; ~~Gloria Hill, Board Secretary~~; William Zee, Solicitor; Tina Kunder, Acting Board Secretary; and faculty members.

Board President Communications

- School Director Appreciation & Recognition – Mrs. Julia Vicente
  - Certificates were presented to each board member.
  - Karen Devine with PSBA presented Jack Kahl with a plaque for 24-years of service on the school board.
- Board agenda revised to add “background” information.
- Board orientation being done in-house rather than contracted this year with a noted savings to the District.
- Recognized students for performance in Lancaster-Lebanon Music Band North Festival.
- Acknowledgement of 8<sup>th</sup> Annual District AP Honor Roll award.

Budget Presentation

- Mr. Seldomridge presented a PowerPoint presentation regarding the 2018-2019 preliminary budget.

Public Comments – Items On the Agenda

- No comments were made.

Board Committee & Rep Reports

- Personnel Committee – Ms. Stettler
  - The Board met in an Executive Session on January 11, 2018 at 5:45 p.m., for the purpose of confidential personnel matters.
- Curriculum Committee – Dr. Smith
  - No report
- Policy Committee – Mrs. Souders
  - The next meeting was rescheduled for January 16, 2018 at 5:00 p.m. in the High School LGI to review policies 127-146.
- Technology Committee – Mr. Ondrusek
  - Met this evening to discuss recording and live streaming at meetings.
  - Tonight’s meeting was recorded.
- General Services Committee – Mr. Kahl
  - HS Renovation Ad Hoc Committee – The next meeting will be held on January 17, 2018, at 6:00 p.m. in the High School LGI. Possibly recommending to proceed with the renovation project.
- Finance Committee – Mrs. Gray-Hayes
  - Will be scheduling the remainder of the meetings for the year.
- IU13 Report – Mr. Ondrusek
  - Was unable to attend the last meeting.
- PSBA Report – Mr. Ferrari
  - The House and Senate will reconvene on January 22, 2018.
- CTC Report – Mrs. Weaver
  - Attended the December meeting and received the Audit Report.

- January meeting is next Tuesday.
- HACC Report – Mrs. Gray-Hayes
  - She introduced herself to Laurie Bowersox.
  - March 21, 2018 – semester meeting.
- Lebanon County Tax Collection Report – Mr. Ferrari
  - No report

## ACTION ITEMS

### **Personnel Committee – Ms. Erin Stettler, Chair**

On a motion by Ms. Stettler, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Item A was approved:

- A. Approved the employment of Jonathan Houser as a full-time 2<sup>nd</sup> shift custodian (subject to assignment) at the rate of \$10.90 per hour (8 hrs./day), effective on January 15, 2018, pending receipt of all required documentation, clearances, and disclosures.**  
*Background: This position is being filled due to a resignation.*

On a motion by Ms. Stettler, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Item B was approved:

- B. Approved a position transfer of C. Lucille Hollinger from part-time cafeteria worker to Interim Elementary Café Manager, effective January 11, 2018, at a rate of \$12.36 per hour (6 hrs./day) with applicable benefits.**  
*Background: This position is due to an internal transfer.*

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

- C. Approved a position transfer for Joanne Houtz from elementary cafeteria manager (6 hrs./day) to full-time Personal Care Assistant (6.75 hrs./day), on January 11, 2018.**  
*Background: This position transfer was previously approved in December with a start date to be determined. This action item appears to identify the start date.*

On a motion by Ms. Stettler, seconded by Mrs. Weaver and approved by Voice vote, all voting Aye, Item D was approved:

- D. Approved a “Letter of Resignation” from Katie Null, High School Chemistry teacher, with release date to be determined.**

On a motion by Ms. Stettler, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Item E was approved:

- E. Approved a “Letter of Retirement” from Phran Simmermon, Fort Zeller Paraprofessional, effective January 18, 2018.**

On a motion by Ms. Stettler, seconded by Mrs. Gray-Hayes and approved by Voice vote, all voting Aye, Item F was approved:

- F. Approved a status change for Melanie Kauffman from part-time Paraprofessional (3.75 hours/day) to full-time Personal Care Assistant (6.75 hrs./day), on January 11, 2018.**  
*Background: This status change was previously approved in December with a start date to be determined. This action item appears to identify the start date.*

On a motion by Ms. Stettler, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Item G was approved:

- G. Approved the employment of Tricia Stauffer as a Paraprofessional at a rate of \$9.33 per hour (3.75 hrs./day), pending receipt of all required documentation, clearances, and disclosures.**  
*Background: This position was created as a result of a status change.*

On a motion by Ms. Stettler, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Item H was approved:

- H. Approved the employment of April Habecker as High School Administrative Assistant effective February 2, 2018, at a rate of \$14.34 per hour, pending receipt of all required documentation, clearances, and disclosures.**  
*Background: This position is being filled due to a resignation.*

### **Finance Committee – Mrs. Tracy Gray-Hayes, Chair**

On a motion by Mrs. Gray-Hayes, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Item A was approved:

- A. **Approved a contract for Purchase of Student Services with River Rock Academy, School Year 2017-18, for student ID #2018128 at a daily rate of \$153.83. Retroactive to December 19, 2017. (Board Attachment)**  
*Background: Total cost to the District not to exceed \$17,228.96 plus transportation.*

On a motion by Mrs. Gray-Hayes, seconded by Dr. Smith and approved by Voice vote, with 8 Aye votes and one (1) NO vote by Mr. Ondrusek, Item B was approved:

- B. **Approved a contract with Carol H. Gilbert Consulting for food services, effective December 28, 2017 through June 30, 2018. (Board Attachment)**  
*Background: Due to a personnel resignation, the District has contracted with Carol H. Gilbert Consulting to oversee the food services department for the remainder of the 2017-2018 school year.*

On a motion by Mrs. Gray-Hayes, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Item C was approved:

- C. **Approved 2017-18 Tuition Agreement with New Story Harrisburg for student ID #2023614 at a daily rate of \$275, which includes related services. Retroactive to December 18, 2017. (Board Attachment)**  
*Background: Total cost to the District not to exceed \$30,250 plus transportation.*

## NON-ACTION ITEMS

Personnel Committee – Ms. Erin Stettler, Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval a request for a full year sabbatical leave from Lisa Kercher, MS Science teacher, for the 2018-2019 school year.
- B. Recommend for approval a “Letter of Retirement” from Gail Hopkins, cafeteria employee, effective July 1, 2018.
- C. Recommend for approval adding the following individuals to the ELCO sub listing (pending receipt of all required documents, clearances, and disclosures) as listed:
1. Sherry Brown – Mathematics
  2. Seth McNally – Elementary K-6, Mid-Level Math 7-9, Mid-Level Social Studies 7-9
  3. Anna Dice – Grades PK-4, Special Education PK-8
  4. Tracy Morais – Para & Clerical sub
  5. Ashley Titler – Special Ed/Elementary sub
  6. Linda Alonzo – IU sub, all areas
  7. Susan Bristol – IU sub, all areas
  8. Isaac Akor – IU sub, all areas
- D. Recommend for approval a trip/travel request from Jonathan Bickel, HS English teacher, and approximately 42 students, and 7 adult chaperones, to travel and visit sights in Washington, DC, April 20, 2018.  
*Background: Costs of the trip have been budgeted and/or are being funded by the ELCO Foundation.*

## Superintendent’s Report

- Cynthia Grose, Audit & Civil Rights Review is preparing a report of the District findings.
- This weekend is Gold Rush for RaiderThon. Activities will be taking place Friday and Saturday including basketball games, etc.
- Mrs. Vicente will be looking into filing an exemption for the high school for the missed day due to the heating issue on January 8, 2018.

### Upcoming dates

- January 15, 2018 – Emergency Make-Up day as a result of the January 5, 2018 snow day
- January 24, 2018 – End of the 2<sup>nd</sup> Marking Period

## Public Comments – Items On/Off the Agenda

- No Comments were made.

## Board Announcements/Comments

- Mrs. Gray-Hayes recognized the hard work of the maintenance department for snow removal and recognized the IS staff and LCTC for hosting in December.

- Mr. Ondrusek noted that the heating system was previously discussed at Ad Hoc meetings and he noted the significant need for a review of our systems.
- Ms. Stettler recognized Phran Simmermon for her time at ELCO.
- Mr. Kahl praised the furniture bus presentation to students and staff.
- Mrs. Souders recognized the website photos on the main page as a way to personalize the District.
- Mr. Ferrari noted that he likes the popups on the website.
- Dr. Smith commented on the AP Honor Roll, maintenance triage and applauded the website updates.

Old Business

No Old Business was discussed.

New Business

No New Business was discussed.

Adjournment

On a motion by Mr. Ondrusek, seconded by Mrs. Souders and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:54 p.m.

Respectfully submitted,

Tina Kunder  
Acting Board Secretary

***Next School Board Meeting – Monday, January 22, 2018***