

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

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

March 5, 2018

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

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

President Kahl inquired if anyone was recording the meeting. Yes, the meeting was being audio-recorded by a member of the board.

Roll Call

Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Hayes, Dr. Smith, Mrs. Souders, Ms. Stettler, Mrs. Thomas, and Mrs. Weaver; and Messrs. Ferrari and Kahl. Absent from the meeting was Mr. 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. Miller, Mr. Boltz, Mrs. Kunkelman, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Solicitor; and a faculty member.

Board President Communications

- The Board will meet in an Executive Session following the adjournment of tonight's Committee-of-the-Whole Board Meeting to discuss confidential personnel matters.
- Board Orientation will take place following the Executive Session.
- Thank you to the administration, Mrs. Vicente, Mrs. Davis and Officer Gonzalez for their efforts to assure the board and community of safety and security protocol.

Public Comments – Items On the Agenda

- No comments were made.

Board Committee & Rep Reports

- Personnel Committee – Ms. Stettler
 - o No report
- Curriculum Committee – Dr. Smith
 - o The next scheduled meeting will be held on March 21, 2018
- Policy Committee – Mrs. Souders
 - o The Committee met on February 27, with all members present. The majority of policies in the 200 series have been reviewed and revised during the past year. Therefore, only a few are coming forward for revisions to the board for approval. Reviewing of Policy 618 will be discussed at a future meeting; and discussion will continue on a social media policy. March 13 is the next scheduled meeting. (Policy Committee Minutes are attached.)
- Technology Committee –Mr. Ondrusek
 - o No official meeting has taken place. However, a recommendation to the board is on the agenda to upgrade systems with Toshiba.
- General Services Committee – Mr. Kahl
 - o No meeting date is set.
 - o Motion on the agenda will be recommended to be Tabled.
 - o Masonry repairs to the Middle School are on tonight's agenda for approval.
- Finance Committee – Mrs. Hayes
 - o First meeting was held on February 28 with new Business Manager. The next scheduled meeting is end of March with future meetings planned for the remainder of the 2017-2018 school year.
- IU13 Report – Mr. Ondrusek
 - o The next regular meeting is March 14.
 - o Legislative Breakfast sponsored by the IU13 was canceled.
- PSBA Report – Mr. Ferrari
 - o Safety and security issues are the main focus; with several Bills under consideration.
- CTC Report – Mrs. Weaver
 - o Newsletter was distributed.
 - o Meeting held last week with discussion on the implementation of apprenticeships throughout the county are in the planning stages. Initiative is also being done by PDE throughout PA on apprenticeships.

- HACC Report – Mrs. Hayes
 - First meeting is scheduled to take place on March 21.
- Lebanon County Tax Collection Report – Mr. Ferrari
 - A copy of the meeting agenda of February 21 was distributed to the board with a copy attached to the Minutes. A full report of the meeting was sent to all members.

ACTION ITEMS

Personnel Committee – Ms. Erin Stettler, Chair

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

- A. Approved the following individuals as coaches for the 2018 Spring season (*pending receipt of all required documentation, clearances and disclosures):**

Background: Positions filled since last board approval.

Varsity Asst. Baseball Coach:	John Mentzer
Volunteer Baseball Coaches:	Andrew Anthony, Tyler Shanaman*
	Sam Rueppel*, Jack Mays*
JV Baseball Coach:	Chris Longstaff

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 trip/travel request from Mrs. Amy Weddle, FBLA Advisor and three (3) FBLA students to travel to and participate in the PA State FBLA Competition, April 9-11, 2018, in Hershey, PA. (Costs to the District have been budgeted.)**

Background: Yearly request based on students qualifying for this level of competition.

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

- C. Approved a change in date for the previously approved trip/travel request of Jonathan Bickel, HS English teacher, and approximately 42 students, and 7 adult chaperones, to travel and visit sights in Washington, DC, on April 20, 2018. New date requested is April 13, 2018.**

Background: Change of date due to participants in Washington are unavailable. Original date of board approval - January 22, 2018.

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

- D. Approved the following new bus drivers:**

1. Gary Rodgers
2. Kathy Aviles
3. Nathan Machamer

Policy Committee – Mrs. Jadell Souders, Chair

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

- A. Approved revisions to, and/or new Board Policies, 2nd Reading (Board Attachment):**

1. Policy #213 – Assessment of Student Progress (delete)
2. Policy #819 – Suicide Awareness, Prevention and Response (new)
3. Policy #918 – Title I Parent/Guardian Involvement (revisions)

Technology Committee – Mr. Ray Ondrusek, Chair

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

- A. Approved a revised contract with Toshiba Financial Services for copier services from 3/1/2018 – 9/1/2020, paid in monthly installments totally \$71,122.20 with the first payment due on 3/15/2018. (Board Attachment)**

Background: The District is currently in several leases with Toshiba Services that end at various dates, the last being 9/1/2020. This revision aligns the contracts into one contract and provides a means for the District to obtain five new copiers and repurpose copiers into locations that replace copiers that have become problematic and are close to end-of-life. The difference in cost for the new contract is an additional \$231.33 per month, but also brings an expected cost savings of \$236.00 per month because of the ability to print color documents to copier as opposed to printers.

General Services Committee – Mr. Jack Kahl, Chair

Mr. Kahl announced the change in order of motions on the agenda, taking action on Item B first.

Mr. Kahl made a motion to Table Item B, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Item B was Tabled:

- B. Tabled the agreement with Steckbeck Engineering for the conversion of public utilities.**
Background: This contract is per Board approval on February 5, 2018, to proceed with the preparation of plans and specifications for the public utility conversion.

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

- A. Approved a contract with Houck & Company, Inc., for masonry repairs to the northeast and southeast stairwells at the Middle School in the amount of \$34,690. (Board Attachment)**
Background: This is a COSTARS contract #008-454, and the quote includes prevailing wage. This will be funded through the Capital Reserve Fund.

NON-ACTION ITEMS**Personnel Committee – Ms. Erin Stettler, Chair**

The Board reviewed and discussed the following items:

- A. Recommend for approval a “Letter of Retirement” from Karen Bohannon, full-time custodian, effective April 6, 2018.
- B. Recommend for approval a trip/travel request from Mrs. Melodie Fair - ELCO Choral teacher, and qualifying students to travel and participate in the PMEA All-State Chorus Festival, April 18-21, 2018, to be held in Lancaster, PA. (Costs to the District are for substitutes.)
- C. Recommend for approval a trip/travel request from Mrs. Lynn Aponick, HS Science teacher, one adult chaperone and twenty (20) high school students, to travel to the Karen Noonan Center, Bishop’s Head, MD, to explore local ecosystems. The trip will occur May 23-25, 2018. (Costs to the District are for substitutes.)
- D. Recommend for approval a “Letter of Retirement” from Mr. Steven Weddle, HS English teacher, effective the last teacher day of the 2017-2018 school year.
- E. Recommend for approval a “Letter of Resignation” from Mrs. Valerie Sweatlock, HS School Nurse, effective June 11, 2018.
- F. Recommend for approval adding Beth Sanders to the ELCO sub listing as a cafeteria sub (pending receipt of all required documentation, clearances, and disclosures).

Policy Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval revisions to and/or new Board Policies 1st Reading (Board Attachment):
 - 1. Policy #216 Student Records (revisions)
 - 2. Policy #218.3 – School Security (delete)
 - 3. Policy #225 – Students and the Police (delete)
 - 4. Policy #230 – Public Performances by Students (revisions)
 - 5. Policy #247 – Hazing (revisions)
 - 6. Policy #249 – Bullying/Cyberbullying (revisions)
 - 7. Policy #250 – Student Recruitment (revisions)
 - 8. Policy #251 – Homeless Students (revisions)
 - 9. Policy #252 – Dating Violence (new)

Finance Committee – Mrs. Tracy Gray Hayes, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval First Citizens Community Bank as a financial institution for depositories and investments. (Board Attachment)
Background: This is a proposal for future investment opportunities.

Superintendent's Report

Mrs. Vicente shared the following highlights:

- Dr. Seuss celebration is ongoing in our elementary schools featuring guest readers throughout the past week.
- Jump Rope for Heart was held at the Intermediate School and raised an approximate \$14,500.
- Science Explorers Night was held on Friday, March 2 at the Middle School. Over 70 families attended this terrific evening. Mini lessons and dissection of squid took place. The event was sponsored by the ELCO Foundation.
- Pictures of the events are featured on the ELCO website.
- Follow-up to safety and security -
 - Admin will be viewing a webinar on safety and security provided by PSBA
- All Board Committee Meeting dates are posted on the homepage of the website.

Upcoming dates

- March 13, 2018 – Policy Committee Meeting at 5:00 PM in the HS LGI
- March 21, 2018 – Curriculum Committee Meeting at 5:30 PM in the HS LGI
- March 22, 2018 - ELCO Senior Citizen's Day
 - Breakfast – 8:00 AM – ticket required (available through the HS office)
 - Musical – 9:30 AM – NO ticket required
- March 23 & 24, 2018 – HS Musical, “*Singing in the Rain*”
- March 27, 2018 – Policy Committee Meeting at 5:00 PM in the HS LGI
- March 27, 2018 – Kindergarten Orientation at 6:30 PM in the MS Forum
- March 27, 2018 – HS FFA Banquet at 7:00 PM in the HS Cafeteria (RSVP due by March 9)
- March 28, 2018 – Finance Committee Meeting at 6:00 PM in the HS LGI
- March 29, 2018 – K-12 In-service Exchange Day (NO Students)
- March 30, 2018 – Spring Break – SCHOOL CLOSED
- April 2, 2018 – Spring Break (NO Students)
- April 3, 2018 – Snow Make-up Day from 1/17/18 (School in session)
- April 11, 2018 – IU13's Reinventing Learning Showcase (RSVP to Gloria Hill by March 26)
- June 8, 2018 – Snow Make-up Day from 2/7/18; last student day
- June 11, 2018 – Records & Reports Day; last teacher day

Public Comments – Items On/Off the Agenda

- No Comments were made.

Board Announcements/Comments

- Ms. Souders – Expressed her appreciation for the safety and security discussions and updates given by the administration and Officer Gonzalez.
- Dr. Smith – Thanked Mrs. Vicente and Mrs. Souders for the efforts to distribute school calendars to the ELCO community.
- Mrs. Souders – Thanked Dr. Smith and Mrs. Hill for their efforts in helping to copy and distribute the school calendar created.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mr. Ondrusek, seconded by Mr. Ferrari and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 6:34 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary