

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

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

January 7, 2019

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Jack Kahl at 6:08 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.

Roll Call

Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Gray Hayes, Dr. Smith (via GoToMeeting), 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~~, Dr. Stauffer, Mr. Gerhart, Mrs. Hower, Mr. Lin, Mr. Soden, Mr. Entrekin, Mrs. Shoemaker, Mr. Sweigart, ~~Mrs. Himmelreich~~, Mr. Miller, Mr. Boltz, Mr. Dresch, Ms. Powers; Gloria Hill, Board Secretary; William Zee, Solicitor; faculty and visitors.

President Kahl noted Mr. Ondrusek was audio recording the meeting, and inquired if anyone in attendance was recording the meeting. No one other than Mr. Ondrusek indicated recording the meeting.

Board President Communications

- Mr. Kahl welcomed the Scouts attending the meeting.
- Wished the administration, faculty, staff, and residents a Happy New Year, stating he is looking forward to pressing onward with our mission.

Presentation – 2019-2020 Preliminary Budget – Mr. Michael Miller, ELCO Business Manager

Public Comments – Items On the Agenda

- No comments were made.

Board Committee & Rep Reports

- Personnel Committee – Mrs. Thomas
  - No report at this time.
- Curriculum Committee – ~~Dr. Smith~~, Mrs. Weaver
  - The Committee met at 5:15 pm on January 7, 2019 with information being shared on student support services; and also received an update from the Threat Assessment Team.
- Policy Committee – Mrs. Souders
  - The Committee will meet on January 22 at 6:00 pm (change to previous meeting time), and will continue to review policies in the 700 & 800 series.
- Technology Committee – Mr. Ondrusek
  - The Committee has scheduled tentative meeting dates, which will be confirmed and publicized.
- General Services Committee – Mr. Kahl
  - A public meeting will be held on January 10, which will be advertised.
    - Introduction of architect firms with presentation of exemplary projects they've completed.
- Finance Committee – Mrs. Gray Hayes
  - The last meeting took place in December reviewing information on the preliminary budget for 2019-2020 school year and agreed to bring forward Resolution to be approved.
  - Information on other items was also discussed: food service collections.
  - Meeting dates for 2019 were discussed.
- IU13 Report – Mr. Ondrusek
  - The IU13 Board met on December 12 with a budget work session, noting a new procurement project underway.
  - Next meeting scheduled is January 13, as well as a board retreat later in the month.
- PSBA Report – Mr. Ferrari
  - Mr. Ferrari reported the General Assembly convened on January 1, 2019.
  - Noted several dates for board member learning session opportunities.
- CTC Report – Mrs. Weaver
  - Culinary students hosted holiday luncheon at the CTC and they were excellent. She encourages everyone to take advantage of the café at the CTC.
  - The CTC received grants for several programs.
- HACC Report – Mrs. Gray Hayes
  - The next meeting scheduled will take place in March.
- Lebanon County Tax Collection Report – Mr. Ferrari

- Shared information on the status of collections received by the Keystone Collection Group.

## ACTION ITEMS

President Kahl reminded members if they would like items pulled from the overall committee vote, they may do so.

### Personnel Committee – Mrs. Denise Thomas, Chair

No Personnel items were requested to be separated from the overall vote.

On a motion by Mrs. Thomas, seconded by Mrs. Gray Hayes and approved by Voice vote, all voting Aye, Personnel Items A-O were approved:

- A. Approved a “Letter of Resignation” from Michael B. Stauffer, Middle School Principal, effective 60 days from date of resignation letter (December 14, 2018).
- B. Approved a “Letter of Resignation” from Allison Ebersole, elementary teacher, effective December 18, 2018.
- C. Approved a “Letter of Resignation” from Mihir Kapadia, Technology Intern, effective December 21, 2018.
- D. Approved a “Letter of Resignation” from Gwen Wenger, Paraprofessional, effective January 18, 2019, and continue as a substitute para effective January 21, 2019.
- E. Approved a “Letter of Resignation” from Monica Fisher, High School Administrative Assistant in the Guidance Office, effective January 18, 2019.
- F. Approved the following individuals as Mentors for the 2018-2019 school year, as listed:
  1. Alysha Burkholder for Christine Bogner (prorated)
  2. Juliette DeVore for Heather Kahl (prorated)
- G. Approved an employee status change of Cody Sechrist *from* part-time 2<sup>nd</sup> shift custodian *to* full-time 2<sup>nd</sup> shift custodian, 8 hours/day, 12-month/year (subject to assignment), effective January 8, 2019, with no change in hourly rate. The 60-day probationary period for benefits will be waived due to continued employment with the District since April 2016.  
*Background: Position filled due to resignation.*
- H. Approved the employment of Corey Leedom as a full-time 2<sup>nd</sup> shift custodian, 8 hours/day, 12-month/year (subject to assignment), effective January 14, 2019, at an hourly rate of \$11.18, pending receipt of all required documentation, clearances and disclosures.  
*Background: Position filled due to resignation.*
- I. Approved a “Letter of Temporary Employment” to Jennifer Greene, as a short-term substitute Itinerant Autistic Support teacher, effective January 2, 2019, at a daily rate of \$125.  
*Background: Position filled due to extended leave of regular teacher.*
- J. Approved the employment of Tracey Fisher, as a part-time specialized paraprofessional (5.75 hours/day, 10-months/year) effective January 8, 2019, at an hourly rate of \$11.66 (subject to assignment) and pending receipt of all required documentation, clearances and disclosures.  
*Background: Additional para needed due to student needs.*
- K. Approved the employment of Danelle Burkholder, as a part-time paraprofessional (5.75 hours/day, 10-months/year) effective January 8, 2019, at an hourly rate of \$9.57 (subject to assignment) and pending receipt of all required documentation, clearances and disclosures.  
*Background: Position filled due to resignation.*
- L. Approved the employment of Angela Arnt, as a full-time paraprofessional (7.5 hours/day, 10-months/year) effective January 8, 2019, at an hourly rate of \$14.27 (subject to assignment) and pending receipt of all required documentation, clearances and disclosures.  
*Background: Additional para needed due to student needs.*
- M. Approved the employment of Michelle Johnson on a “Temporary Professional Contract” as High School Certified School Nurse, effective on or about January 22, 2019, at the salary of Bachelor’s – Step 1 (\$46,500, prorated for the remainder of the 2018-19 school year), pending receipt of all required documentation, clearances and disclosures.
- N. Approved Rickey Wise as a transportation aide for the 2018-2019 school year, noting transportation aides are employed directly by Brightbill Transportation.  
*Background: New aide with required clearances and training on file.*

- O. **Approved the following individuals as coaching staff for 2018-2019 (\*pending required documentation, clearances and disclosures) as listed:**

1. **Charles Kocher\* – Volunteer Bowling Coach**
2. **David Ziegler – Volunteer Wrestling Coach**

**Curriculum Committee – Mrs. Amber Weaver, Acting Chair**

*Item B was requested to be separated from the overall vote.*

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

- A. Approved “The Pulse Survey” to be completed by students in grades 9 to 12, and High School faculty, January 22 – 25, 2019. (Board Attachment)**

Mrs. Weaver made a motion on Item B, seconded by Mrs. Gray Hayes.

- B. Move to approve a contract with Newsela, digital content provider, at a cost of \$2,000, for a pilot taking place at the Middle School for the remainder of the school year. (Board Attachment)**

*Background: Newsela partners with over 30 daily news sources and is able to level the primary sources to the students reading capability. Use of this product will align with the ELA goal set forth for the Middle School’s school improvement plan.*

Mr. Ondrusek made a motion to Table Item B, seconded by Mrs. Weaver, with 4 Aye votes and 5 Nay votes, the motion to Table dies.

On a motion by Mrs. Weaver, seconded by Mrs. Gray Hayes, and approved by Roll Call vote, 7 Aye votes and 2 NO votes by Mr. Ondrusek and Mr. Ferrari, Item B was approved:

Roll Call Vote:

Mr. Ondrusek – No  
 Mrs. Thomas – Yes  
 Mrs. Weaver – Yes  
 Mr. Ferrari – No  
 Ms. Stettler – Yes  
 Mrs. Souders – Yes  
 Mrs. Gray Hayes – Yes  
 Dr. Smith – Yes  
 Mr. Kahl – Yes

- B. Approved a contract with Newsela, digital content provider, at a cost of \$2,000, for a pilot taking place at the Middle School for the remainder of the school year. (Board Attachment)**

*Background: Newsela partners with over 30 daily news sources and is able to level the primary sources to the students reading capability. Use of this product will align with the ELA goal set forth for the Middle School’s school improvement plan.*

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

*No Finance items were requested to be separated.*

On a motion by Mrs. Gray Hayes, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Finance Items A-C were approved:

- A. Approved a tuition agreement with New Story for student services at a daily rate of \$375 for the period of January 3, 2019 to June 6, 2019 or last day according to calendar. (Board Attachment)**
- B. Approved Addendum No. 1 to agreement between Eastern Lebanon County School District and the Lancaster-Lebanon IU13 previously approved on June 4, 2018 in the estimated amount of \$37,128. (Board Attachment)**  
*Background: These are services for a Speech Language Therapist needed for coverage during a leave. A full reconciliation of actual costs will be completed at the end of the year.*
- C. Approved a resolution of the Board of School Directors of the Eastern Lebanon County School District electing to not increase its tax rate above the Act 1 Index of 2.7% for the 2019-2020 fiscal year. (Board Attachment)**

**NON-ACTION ITEMS**

**Personnel Committee – Mrs. Denise Thomas, Chair**

The following Personnel items were reviewed and discussed:

- A. Recommend for approval a request for sabbatical leave from Amy Keller, Middle School Language Arts teacher, for the Fall semester of the 2019-2020 school year.
- B. Recommend for approval a "Letter of Retirement" from Christina Watson, High School Math teacher, effective the last teacher day of the 2018-2019 school year.
- C. Recommend for approval the following trip/travel requests, as listed:
  1. Wyatt Hall, Middle School TSA Advisor and 8 Middle School students, to travel and attend the TSA State Conference to be held at Seven Springs Resort, Seven Springs, PA, April 10-13, 2019.  
*Background: Annual conference and competition; the District will cover the cost of substitute needed, other costs are covered by student fundraisers.*
  2. Taryn Showalter, Jennifer Martin, and Paul Dissinger, advisors of National Art Honor Society, French Honor Society and Quiz Bowl, along with approximately 46 students to travel and visit sights in New York City, April 18, 2019.  
*Background: Students will visit sights relating to instruction theme, topic, or course/subject; costs are covered by student fundraisers.*

Item D will be separated from the overall vote on January 23, 2019.

- D. Recommend for approval to add the following individuals to the ELCO sub listing, pending receipt of all required documentation, clearances and disclosures, as listed:
  1. Denise Davis – Para, Clerical sub
  2. Steve Celaschi – Elementary K-6 and Mid-Level Science 6-9
  3. Maggie Kergick – English (subbing under Act 86 with limitations to number of days)

#### Superintendent's Report

##### Upcoming dates/Announcements:

- Friday, January 18, 2019 – End of 1<sup>st</sup> Semester
- Monday, January 21, 2019 – School is CLOSED in observance of Martin Luther King, Jr. Day (will be used if needed for emergency make-up day)
- Wednesday, January 23, 2019 – Regular Board of Education Meeting to be held at 6:00 pm, in the High School Library

Mrs. Vicente reported on the following building highlights and activities:

- JK
  - Digital citizenship classes returning.
  - Good behavior celebrated.
- FZ
  - Operation Warm a Child was a success.
  - Focus for 2019 will be on kindness and compassion.
- IS
  - Ended the 2018 calendar year with two musical performances by students.
  - Annual student sing-along was held prior to the holiday break.
- MS
  - Officer Mitchell from the PA Attorney General's Office spoke with the student body on the importance of presenting yourself positively online.
  - The Byrnes Health Education Trust presented to 7<sup>th</sup> grade students the importance of empathy and respect, which was sponsored by the Myerstown/ELCO Rotary.
  - Holly Jolly Stop n' Shop was hosted by Mrs. DeVore's Computer Skills class. Monies raised will be donated to the causes – Team 17 Strong, The Children's Hospital of Philadelphia, and an ELCO family in need.
- HS
  - ELCO student clubs coordinated activities to support the ELCO community: FFA food drive for Myerstown Sharing Cupboard; NHS donation of coats and winter apparel to the United Way of Lebanon County's WARM campaign; Interact Club collections and donations to several groups, and holiday cards made and designed by high school and were given to all 2<sup>nd</sup> grade students in the ELCO School District.
  - Artwork by ELCO senior, Dana Lovell, titled "The Game of Love: Heart on the Line", was selected to be included in the National Art Education Association 2019 Virtual Gallery. The artwork will be showcased on the NAEA website starting January 28, 2019.

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

- No comments were made.

#### Board Announcements/Comments

- Mr. Ferrari – email received was shared and will be passed along to Mrs. Davis regarding books; expressed concern with sub-contracting positions.
  - Response to inquiry – position of concern is short-term with the teacher returning this school year.
- Mr. Ondrusek – concerned with approval of Newsela.
- Mr. Kahl – election notices and deadlines for circulation of petitions for board members; and asked those attending the NSBA Conference to give Gloria details for registration.

#### Old Business

- Ms. Stettler – softball coach position; status and rumors.
  - Response by Mrs. Vicente – it is in process to identify individual.

#### New Business

- No New Business was discussed.

#### Adjournment

On a motion by Mrs. Thomas, seconded by Mr. Ferrari and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:12 p.m.

Respectfully submitted,

Gloria J. Hill  
Board Secretary