

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

Regular Board of Education Meeting  
ELCO High School Library

March 20, 2019

The Regular 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 a Regular Board of Education Session in the ELCO High School Library with President Kahl presiding and Ms. Stettler leading the Opening Exercises.

Roll Call

Board Secretary, Gloria Hill 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, Mr. Gerhart, Mrs. Hower, Mr. Lin, Mr. Soden, Mr. Entrekin, Mrs. Shoemaker, ~~Mr. Sweigart~~, Mrs. Himmelreich, Mr. Miller, Mr. Boltz, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Solicitor; faculty and community residents.

President Kahl announced the District is recording the meeting using District equipment. All recordings are posted on the District website. Mr. Kahl also inquired if anyone in attendance was recording the meeting; it is noted no one indicated recording the meeting.

Board President Communications

- The Board met in an Executive Session on March 20, 2019 at 5:15 pm, for the purpose of discussing matters involving employment, and terms and conditions of employment.
- All items on tonight's agenda being recommended by the General Services Committee were previously discussed during a public Finance Committee meeting.

Students of the Month – presented by Mr. Ray Ondrusek

Fort Zeller, 2 <sup>nd</sup> Grade:	Braden Radel (Mrs. Frederick's class), Megyn Noll (Mrs. Moore's class), Jayden Miller (*Mrs. Gruber's class)
Jackson, 2 <sup>nd</sup> Grade:	Brody Deeks (*Mrs. Karli's class), Ezraella Young (*Mrs. Dice's class), Brianna Hoglund (*Mrs. Altland's class)
Intermediate School:	Braden Gettle & Madelynn Stout (*Mrs. Reichard's 5 <sup>th</sup> grade class)
Middle School:	Nevaeh Heverling & Bogdan Dribnokhod
High School:	Benjamin Ferrari, Hayley Smith, Hunter Keppley (CTC – Autobody)
	Riley Kilheffer (February student)

\*Teachers in attendance.

Students were recognized at every building level by their respective building principal, noting each student's accomplishments, interests, favorite subject(s) their most memorable experience at ELCO, and future plans. Mr. Ondrusek presented each student with a certificate of recognition. Both Mr. Ondrusek and Mr. Kahl congratulated all the students recognized. Mr. Kahl encouraged the younger students to keep learning, thanking both their parents and teachers for instilling in the students a desire to learn.

A brief recess was taken allowing students, parents and family members to leave the meeting.

Student Council Report

Ms. Haas reported for Rashawn Bass, Student Council Parliamentarian, on the following activities: the annual Lawn Lunch is being planned and will be held on May 24 with the Talent Show to follow the lunch.

Presentations – Continuous Improvement Plan by Ms. Jennifer Haas and Mr. Brad Entrekin

Mrs. Vicente informed the Board of tonight's presentations by Ms. Haas and Mr. Entrekin. They each gave updated information on their building's Continuous Improvement Plan. Next month will feature presentations by the Intermediate School, and both Fort Zeller and Jackson Elementary Schools.

Public Comments – Items On the Agenda

- No comments were made.

Approval of Minutes

On a motion by Mr. Ondrusek, seconded by Dr. Smith and approved by Voice vote, all voting Aye, the Minutes of 02-25-19 and 03-04-19 were approved.

### Approval of Treasurer's Reports

On a motion by Mrs. Gray Hayes, seconded by Mrs. Weaver and approved by Voice vote, all voting Aye, the Treasurer's Report of 02-28-19 was approved.

### **CONSENT ITEMS FOR APPROVAL (items discussed 03-04-19)**

On a motion by Dr. Smith, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Consent Items were approved:

#### Personnel Committee

- A. Approved a trip/travel request from Lynn Aponick, Marie Hibshman (chaperone with clearances) and 20 HS students, to travel on the annual trip to the Karen Noonan Center, Bishop's Head, MD, May 19-21, 2019.  
*Background: This is an annual trip in which the students participate in an extension of envirothon stream studies, experience food webs, local culture, water quality, and recreational use of a salt marsh habitat. Costs of the trip are funded by student fundraisers and the ELCO Education Foundation.*
- B. Approved adding the following individual to the ELCO sub listing (pending receipt of all required documentation, clearances and disclosures):
  - 1. Bernard Pedreira, Custodial sub
- C. Approved adding Christina Watson to the ELCO sub listing for the upcoming school year of 2019-2020.  
*Background: Mrs. Watson's retirement was recently approved. However, she would like to remain in the capacity of a substitute teacher after retirement.*

### **NON-CONSENT ITEMS**

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

Mrs. Thomas asked if anyone wished to have items separated from the overall vote. No items were requested to be separated from the overall vote.

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

- A. Approved the administrative transfer of Beth Sanders, part-time cafeteria employee, *from the High School cafeteria (5 hours/day) to Jackson Elementary School (4 hours/day), effective on or about March 21, 2019, with no increase to hourly rate.*
- B. Approved a "Letter of Retirement" from Kathy Shappell, 5<sup>th</sup> grade teacher, effective the last teacher day of the 2018-2019 school year.
- C. Approved a "Letter of Retirement" from Linda Layser, full-time 2<sup>nd</sup> shift custodian, effective August 1, 2019.
- D. Approved Craig Coletti, as a volunteer baseball coach for the 2019 Spring season. (Note: All required documentation, clearances and disclosures are on file.) (Board Attachment)
- E. Approved the following teachers to provide Extended School Year (ESY) services at a rate of \$32/hour during the period of June 17, 2019 to August 1, 2019:
  - 1. Kaloni Doll
  - 2. Megan Lieberwirth
  - 3. Shanon Martin
  - 4. Ashley Titler

#### Curriculum Committee – Dr. Barbara Smith, Chair

On a motion by Dr. Smith, seconded by Mrs. Gray Hayes and approved by Voice vote, all voting Aye, Items A-B were approved:

- A. Approved the Memorandum of Understanding between the Eastern Lebanon County School District and Lebanon County Head Start that outlines mutually agreed upon activities to support the strengths and needs of the children and families in Lebanon County. (Board Attachment)  
*Background: This MOU is a requirement under the Every Student Succeeds Act (ESSA) and helps to outline the communication and transition activities that are already in place between ELCO and Head Start.*
- B. Approved the license agreement for Atlas to provide an online platform for curriculum mapping for the 2019-2020 school year in the amount of \$4,050.00.

*Background: Atlas will replace CMap and will enable teachers to align curriculum to standards and collaborate on the development of consistent curriculum maps.*

**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 and/or new policies, as listed, for 2<sup>nd</sup> Reading. (Board Attachment)**
1. Policy #222 – Tobacco and Electronic Nicotine Delivery Systems (revised)
  2. Policy #323 – Tobacco and Electronic Nicotine Delivery Systems (currently under Solicitor review)
  3. Policy #807 – Opening Exercises/Flag Displays (revised)
  4. Policy #810.2 – Transportation – Video/Audio Recording (revised)
  5. Policy #811 – Bonding (revised)
  6. Policy #812 – Property Insurance (revised)
  7. Policy #813 – Other Insurance (revised)
  8. Policy #814 – Copyright Material (revised)
  9. Policy #816 – Internet Safety (deleted)
  10. Policy #818 – Contracted Services (revised)
  11. Policy #822 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR) (revised)
  12. Policy #823 – Naloxone (NEW)
  13. Policy #826 – Management of Individually Identifiable Health Information (deleted)
  14. Policy #827 – Conflict of Interest (revised)
  15. Policy #828 – Fraud (NEW)
  16. Policy #830 – Breach of Computerized Personal Information (NEW)

**General Services Committee – Mr. Jack Kahl, Chair**

Mr. Kahl asked if anyone wished to have items separated. No items were requested to be separated from the overall vote.

On a motion by Mr. Kahl, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Items A-J were approved:

- A. Approved a proposal from Nagle Athletic Surfaces to renovate the High School Stadium running track for a cost of \$252,742. (Board Attachment)**  
*Background: This is a COSTARS contract, #014-179, and is part of the summer capital maintenance program budget. The proposal will give the running track a lifespan of about 10 years.*
- B. Approved a quote from Recreation Resource USA to add handrails to the home side and riser boards to the visitor side of the stadium for a cost of \$25,625. (Board Attachment)**  
*Background: This is a COSTARS contract, #014-74, and is part of the summer maintenance program budget.*
- C. Approved a proposal from LowV Systems, Inc., upgrading and improving the High School camera system at a cost of \$137,994. (Board Attachment)**  
*Background: This is a COSTARS contract, #008-230, and is part of the summer maintenance program budget.*
- D. Approved Amendment No. 1 to the Guaranteed Energy Savings Agreement between the District and Reynolds Energy Service, Inc., for the purpose of including an Owner-Controlled Insurance Program in the project. (Board Attachment)**  
*Background: The Amendment removes the insurance provisions in the Guaranteed Energy Savings Agreement as originally approved and replaces it with language required by the Owner-Controlled Insurance Program to enroll the subcontractors and vendors under Reynolds Energy Services, Inc. A credit of up to \$127,182 will be provided upon final confirmation from Reynolds on credits received from subcontractors and vendors. The final language of the amendment is subject to final review by the solicitor and the insurance companies. Approval of this action will allow the Administration to proceed with this approach to use the Owner-Controlled Insurance Program on this project.*
- E. Approved a quote from Power Pro Equipment Lebanon for a Hustler Vanguard EFI at a cost of \$23,116.50. (Board Attachment)**  
*Background: This is a COSTARS contract, #4400011378, and is part of the summer maintenance program budget.*
- F. Approved a quote from Binkley & Hurst for a Ferris I/\$3200 zero turn mower at a cost of \$11,600. (Board Attachment)**  
*Background: This is a COSTARS contract, #4400020083, and is part of the summer maintenance program budget.*
- G. Approved a proposal from Weatherproofing Technologies, Inc., for masonry repairs and Middle School skylight covers at a cost of \$514,650. (Board Attachment)**  
*Background: This is a KPN contract, #017-F. Project will be paid out of bond proceeds.*
- H. Approved a proposal from Weatherproofing Technologies, Inc., for campus water treatment plant roof replacement at a cost of \$21,740. (Board Attachment)**  
*Background: This is a KPN contract, #071-F, and includes a 20-year warranty. Project will be paid out of bond proceeds.*

- I. **Approved a proposal from Weatherproofing Technologies, Inc., for Fort Zeller ES water treatment plant roof replacement at a cost of \$18,160. (Board Attachment)**  
*Background: This is a KPN contract, #071-F, and includes a 20-year warranty. Project will be paid out of bond proceeds.*
- J. **Approved a proposal from Houck Services, Inc., for the High School ticket booth roof coating at a cost of \$9,630. (Board Attachment)**  
*Background: This includes a 20-year warranty. Project will be paid out of bond proceeds.*

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

Mrs. Gray Hayes asked if anyone wished to have items separated. No items were requested to be separated from the overall vote.

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

- A. **Approved payment of bills as found listed and attached to the March 20, 2019 Board Agenda in the amounts indicated: (Board Attachment)**

General Fund payments in the amount of	\$1,572,275.33
Cafeteria Fund payments in the amount of	\$120,644.03
Capital Reserve Fund payments in the amount of	\$26,401.25
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$14,232.00
Student Activity payments in the amount of	\$8,575.02

- B. **Approved Budget Transfers. (Board Attachment)**

#### **Superintendent's Report**

Mrs. Vicente shared the following highlights from each building, and upcoming dates and announcements:

- High School - Two ELCO freshmen recently attended the Hugh O'Brien Youth Leadership workshop in Hershey; sophomores completed the College Board's PSAT 10; freshmen in the High School's Literature, Analysis, and Composition I courses completed the "Four Way Test Essay Contest," which is sponsored annually by the Myerstown-ELCO Rotary Club. Three students were selected by the Club as the local winners and honored at breakfast by the Rotary Club; and first-place essay winner, Hayley Krill, was selected as the essay winner in the seven-county Rotary District.
- Middle School – 4 ELCO Middle School students represented ELCO at the Cocalico Oratory Invitational held at Cocalico Middle School; and almost 70, 7<sup>th</sup> graders enjoyed the annual Dinner Dance held at the Middle School. 8<sup>th</sup> grade students, along with faculty and staff helped to make the evening a success.
- Intermediate School – Mrs. Alysha Burkholder was recently nominated by a colleague and community members, and was named/awarded the Lebanon Federal Credit Union's Teacher of the Year. She received this prestigious award surrounded by students and colleagues at a surprise assembly; and AG Week was celebrated at the IS with daily topics and lessons on agriculture.
- Jackson Elementary – Exciting news was shared by Mrs. Vicente on a second *Parallel Lessons* opportunity, which will feature Mrs. Strayer as the teacher; Family Math Night was a success with more than 100 attending; Kindergarten Orientation was another successful event taking place with approximately 40 families attending; and moms and grandmothers were treated to a breakfast prepared by our food service staff prior to shopping at the PTO Book Fair.
- Fort Zeller Elementary – Students participated in the Library Card Drive partnering with the Richland Community Library, which ended on March 8. This program encouraged students to receive a Library Card and visit their local library; Kindergarten Orientation was held and was a successful evening; the PTO Race for Education is up and running. Many thanks were given to local businesses sponsoring and purchasing items for participants.

#### **Upcoming dates/Announcements:**

- March 21, 2019 – Curriculum Committee Meeting @ 6:00 PM, HS LGI
- March 26, 2019 – Policy Committee Meeting @ 6:00 PM, HS LGI
- March 26, 2019 – FFA Annual Awards Banquet @ 7:00 PM, HS Cafeteria
- March 28, 2019 – French Honor Society Induction @ 7:00 PM, HS Library
- March 29 – April 1, 2019 – NSBA Conference in Philadelphia, PA
- March 30, 2019 – HS Prom

#### **Snow Make-up Dates:**

- April 23, 2019 – from February 12, 2019
- May 24, 2019 – from February 20, 2019

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

- No comments were made.

#### **Board Announcements/Comments**

- Mr. Ferrari – commented on PSAT tests for students.
- Mrs. Weaver – gave a "shout out" to Kathy Shappell, 5<sup>th</sup> grade teacher at the Intermediate School who will be retiring at the end of this school year. She will be missed and was an excellent teacher.

- Mrs. Thomas – appreciated the invitation to the upcoming FFA Banquet.
- Mrs. Gray Hayes – expressed as a parent of a 5<sup>th</sup> grade student, her appreciation for the Orientation Program for 5<sup>th</sup> grade students moving to the Middle School next school year; and she also attended the Kindergarten Orientation at Jackson Elementary and appreciated the excellent job and presentation given by the staff.
- Ms. Stettler – inquired on the Veteran’s presentation given last year and if it will be held again this year. It was an excellent presentation.
  - Mr. Bickel replied – presentation is being planned to occur on May 8 and May 14, 2019.
- Mrs. Souders – appreciates the website with pictures, Tips for the Day, thanking everyone involved for making this information available.
- Mr. Ferrari – gave a “shout out” to the sport teams, especially the Girls’ Basketball Team... great season!
- Ms. Stettler – also commented on the accomplishments of our Winter Sports teams, noting the community involvement, support, and attendance at sporting events.
- Dr. Smith – appreciated the Tweeter updates on all events.

#### Old Business

- No Old Business was reported.

#### New Business

- No New Business took place.

#### Adjournment

On a motion by Mrs. Thomas, seconded by Mrs. Weaver and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Gloria J. Hill  
Board Secretary