

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

Regular Board of Education Meeting
ELCO High School Library

April 17, 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 Mrs. Gray Hayes 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, Mrs. Thomas, and Mrs. Weaver; and Messrs. Ferrari, Kahl and Ondrusek. Absent from the meeting was Ms. Stettler. Also, in attendance were the following from the administrative team: Mrs. Vicente, ~~Mrs. Davis~~, Ms. Haas, Dr. 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

- No communications were shared.

Students of the Month – presented by Mr. Tom Ferrari

Fort Zeller, Kindergarten:	Preston Sarabok (*Mrs. Zurick's class) and Cameron Goonan (*Mrs. Yocum's class)
Jackson, Kindergarten:	Adysen Burkholder (Mrs. Gray's class) and Aubrey Ebling (*Mrs. Marquette's class)
Intermediate School:	Ava Bird & Adeline Long (*Mrs. Shappell's 5 th grade class)
Middle School:	Lillian Bailey & Stephen Confair**
High School:	Kaylin Nolt, Gabriel Kiene**, and Jaydynn Keppley** (CTC – Cosmo)

*Teachers in attendance.

**Students unable to attend.

Mr. Kahl recognized and congratulated Michael Gerhart, Intermediate School Principal, who successfully completed his doctoral dissertation and has received his Doctorate of Education degree. Congratulations Dr. Gerhart!

Students were recognized at every building level by their respective building principal, noting each student's accomplishments, interests, favorite things and subjects, their most memorable experience at ELCO, and future plans. Mr. Ferrari presented each student with a certificate of recognition. Mr. Kahl congratulated all students recognized and encouraged the students to continue to work hard, thanking their parents for instilling in the students a desire to learn. Teachers in attendance were also recognized for their continued support and efforts encouraging our students to learn.

Student Council Report

Rashawn Bass, Student Council Parliamentarian, reported on the following activities: May 6, Teacher/Faculty Appreciation Day; the annual Lawn Lunch is being planned and will be held on May 24 with the Talent Show to follow the lunch; and officer applications for next year's cabinet are now being received; introduction of new Parliamentarian will take place in May.

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

Presentations – Continuous Improvement Plan by Mr. Steven Lin and Mrs. Tam Hower

Mr. Lin and Mrs. Hower each gave updated information on their building's Continuous Improvement Plan.

Public Comments – Items On the Agenda

- No comments were made.

Approval of Minutes

On a motion by Mr. Ferrari, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, the Minutes of 03-20-19 and 04-01-19 were approved.

Approval of Treasurer's Reports

On a motion by Mr. Ondrusek, seconded by Dr. Smith and approved by Voice vote, all voting Aye, the Treasurer's Report of 03-31-19 was approved.

CONSENT ITEMS FOR APPROVAL (items discussed 04-01-19)

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

Personnel Committee

- A. Approved adding the following individuals to the ELCO sub listing (pending receipt of all required documentation, clearances and disclosures):
 - 1. Michelle Maulfair, RN – School Nurse sub

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. Gray Hayes and approved by Voice vote, all voting Aye, Personnel Items A-L were approved:

- A. Approved a "Letter of Resignation" from Kristi Kilheffer, full-time Personal Care Aide, effective April 12, 2019.
- B. Approved a "Letter of Resignation" from Jenna Heagy, part-time cafeteria employee, effective April 25, 2019.
- C. Approved a "Letter of Resignation" from Elizabeth Yearwood, as Assistant Varsity Cheerleading Coach, effective May 1, 2019.
- D. Approved a "Letter of Retirement" from Fran Thomas, full-time 2nd shift custodian, effective August 1, 2019.
- E. Approved a "Letter of Retirement" from Susan Harper, full-time Middle School Administrative Assistant, effective, August 13, 2019.
- F. Approved an administrative transfer of Alondra Plasterer, part-time cafeteria employee, *from 4.5 hours/day to 5 hours/day (7:30 am to 1:00 pm), effective on or about April 23, 2019.*
Background: Position filled due to resignation.
- G. Approved the employment of Jennifer Walker as a part-time cafeteria employee (subject to assignment; pending receipt of all required documentation, clearances and disclosures), at an hourly rate of \$10.21, 4.5 hours/day, effective on or about April 23, 2019.
Background: Position filled due to administrative transfer.
- H. Approved the employment of the following individual on a "Letter of Temporary Employment" as a Technology Support Intern, with a start date on or about May 6, 2019 (pending receipt of all required documentation, clearances and disclosures), at the rate of \$10/hour, for a minimum of 20-30 hours per week (to fulfill the 300-hour program requirement), with no applicable benefits:
Background: This is a partnership with Penn State Berks to assist the higher education program with fulfillment of coursework for completion of degree program.
 - 1. Pablo Torres
- I. Approved adding Jennifer Detter, Elementary K-6, to the ELCO sub listing (pending receipt of all required documentation, clearances and disclosures).
- J. Approved a trip/travel request for the annual 5th Grade Trip to Camp Swatara to be held May 30-31, 2019. Intermediate School teachers (8) and approximately 190, 5th graders will attend. (Parent volunteers with clearances on file at the District Office, will also serve as chaperones.)
Background: This is an annual trip with costs covered by the PTO and students.
- K. Approved a request from Lisa Fulton, School Counselor, to travel and attend the ASCA Conference in Boston, MA, June 29 – July 2, 2019. (There are NO costs to the District.)

- L. **Approved a request from Todd Dresch for Professional Development to attend the Advanced Placement Summer Institute – Physics I, to be held July 23-26, 2019, in Cape Henlopen, Lewes, DE.**
Background: Training for AP Physics.

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 1st Reading. (Board Attachment)

1. Policy #317.1 – Educator Misconduct (revised)
2. Policy #323 – Tobacco and Electronic Nicotine Delivery Systems (revised)
3. Policy #901 – Public Relations Objectives (revised)
4. Policy #902 – Publications Program (revised)
5. Policy #903 – Public Participation in Board Meetings (revised)
6. Policy #904 – Public Attendance at School Events (revised)
7. Policy #904.1 – Smoking/Tobacco Use (deleted)
8. Policy #905 – Citizen Advisory Committees (revised)
9. Policy #906 – Public Complaints (revised)
10. Policy #907 – School Visitors (revised)
11. Policy #908 – Relations with Parents/Guardians (revised)
12. Policy #909 – Municipal Government Relations (revised)
13. Policy #910 – Community Engagement (revised)
14. Policy #912 – Relations with Educational Institutions (revised)
15. Policy #913 – Non-school Organizations/Groups/Individuals (revised)
16. Policy #914 – Relations with Intermediate Unit (revised)
17. Policy #915 – PTO and Booster Organizations (revised)
18. Policy #916 – Volunteers (New)
19. Policy #917 – Parental/Family Involvement (New)
20. Policy #919 – District/School Report Card (deleted)

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. Gray Hayes and approved by Voice vote, all voting Aye, General Services Items A-C were approved:

- A. Approved an agreement with Central Susquehanna Intermediate Unit to provide computer service for Fund Accounting module, Payroll module, and Personnel module from July 1, 2019 to June 30, 2020, at a cost of approximately \$23,750. (Board Attachment)**
Background: This is an annual license renewal. Cost is billed per student and the agreement price is estimated for next year.
- B. Approved quote from ISM Construction for a three-sided salt shed building at a cost of \$15,500. (Board Attachment)**
Background: Cost will be paid out of the summer maintenance program budget.
- C. Approved quote from Krall Landscaping for removal of pin oaks on the front lawn of the High School at a cost of \$5,100.**
Background: Quote given was a verbal agreement/quote.

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 Mrs. Thomas and approved by Voice vote, all voting Aye, Finance Items A-F were approved:

- A. Approved payment of bills as found listed and attached to the April 17, 2019 Board Agenda in the amounts indicated: (Board Attachment)**

General Fund payments in the amount of	\$3,408,100.82
Cafeteria Fund payments in the amount of	\$77,111.08
Capital Reserve Fund payments in the amount of	\$3,078.41
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$1,975.00
Student Activity payments in the amount of	\$25,211.35

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

- C. **Approved the quarterly report for Student Activity Accounts for the period ending March 31, 2019. (Board Attachment)**
- D. **Approved new Student Activity Accounts (clubs), as listed:**
Background: School clubs at the elementary level do not have officers.
1. **Intermediate School - Instrumental Music**
 2. **Intermediate School - Physical Education**
- E. **Approved the Special Education Legal Consortium agreement with Lancaster-Lebanon IU13 for the period of July 1, 2019 to June 30, 2020, at cost of \$1,042. (Board Attachment)**
Background: Annual agreement.
- F. **Approved the Technology Legal Consortium agreement with Lancaster-Lebanon IU13 for the period of July 1, 2019 to June 30, 2020. (Board Attachment)**
Background: Annual agreement with cost of \$17,600, which will be divided equally by all participating school districts and the IU13.

Superintendent's Report

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

- HS – David Deitz recognized and earned 3rd place Tenor in All-State Music Festival; FBLA competed and placed at the State level with one student going on to the National competition; various field trips have been taken by student groups.
- MS – students enjoyed activities throughout Student Appreciation Week ending the week with a 3 vs 3 basketball game; and students took on the teachers in a basketball game as a way to motivate the students for PSSA testing.
- IS – PSSA testing occurred this week preceded by an all-school assembly with the PSSA All-star band led by Mrs. Serio; breakfast was offered during testing to students.
- JK – Kids' Heart Challenge raised \$12,100 for the American Heart Association; Raider Readers will visit to promote poetry to students; and Kindergarten screenings will take place May 2 & 3, with Kindergarten readiness kits being distributed.
- FZ – PTO Book Fair was held with a dinosaur theme to complement the Dino Dig assembly; the PTO also held Race for Education raising over \$9,000; and a Skype event was held with author, Mr. Dan Santat.

Upcoming dates:

- April 18, 2019 – K-12 In-service Exchange Day for teachers (NO students)
- April 19-22, 2019 – Spring Break (District is CLOSED)
- April 23, 2019 – SNOW MAKE-UP DAY from February 12, 2019 (School is in session)
- April 27, 2019 – Joint Curriculum & Technology Committee Meeting, 8:00 am to 1:00 pm in the HS Library
- May 1, 2019 – Statement of Financial Interests are due to Gloria Hill
- May 24, 2019 – SNOW MAKE-UP DAY from February 20, 2019 (School is in session)

5th Grade Spring Musical:

- Thursday, May 2, 2019 – 1:30 pm, IS Gymnasium (School Performance)
- Friday, May 3, 2019 – 7:00 pm, IS Gymnasium
- Saturday, May 4, 2019 – 11:00 am & 4:00 pm, IS Gymnasium

Spring Concerts:

- Saturday, May 4, 2019 – HS Concert, 7:30 pm, HS Auditorium
- Tuesday, May 7, 2019 – MS Concert, 7:00 pm, HS Auditorium
- Thursday, May 9, 2019 – IS Concert, 7:00 pm, HS Auditorium

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mrs. Souders – loved pictures of Dinosaur Day at Jackson and heard the Animal Presentation event was wonderful.
- Mr. Kahl – attended the Dino Dig at Fort Zeller, thanking Mr. Lin and the PTO.
- Mrs. Gray Hayes – thanked the IS for the recent 24 Challenge and all the advisors involved for their efforts.
- Mrs. Weaver – gave her parent perspective, thanking administrative for information shared - next year's class assignments will be given prior to the end of this year; many parents have expressed appreciation.
- Mrs. Souders – shared comments made by residents – very proud of our ELCO students and their manners, which were exhibited recently at a local restaurant.

Old Business

- No Old Business was reported.

New Business

Mr. Kahl led open discussion on Policy #909. Question for discussion – “How might we benefit by meeting with local boroughs and councils?”

Mrs. Vicente shared information discussed by the Policy Committee during a recent meeting and their recommendation to go forward with the policy.

Benefits:

- Building trust and relationships in the community
- The ability to share ideas and goals
- Establish several meetings per year to build network

Opinions shared by board members:

- Communication is great benefit to ongoing efforts by all parties
- Opportunity for long-term communication; support of ELCO graduates who could be future residents/tax payers of the District; possible grants available to the area; support of the workforce
- Collaboration with the community
- Mr. Howard Kramer, community resident, commented on the benefits of meeting with boroughs and councils for collaboration. Meetings such as this were held during previous administrations.

The entire Board agreed to establish future meetings to be held at the school district.

Adjournment

On a motion by Mrs. Thomas, seconded by Dr. Smith and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:42 pm.

Respectfully submitted,

Gloria J. Hill
Board Secretary