

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

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

May 6, 2019

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.

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

President Kahl noted audio recording of the meeting was taking place by the District. Recording will be posted to the District website. No one else in attendance indicated recording the meeting.

Board President Communications

- The Board met in an Executive Session on May 6, 2019 at 5:30 pm, for the purpose of discussing matters involving employment, and terms and conditions of employment.

Presentation – 2019-2020 Proposed Final Budget by Mr. Michael Miller, Business Manager

Public Comments – Items On the Agenda

- No comments were made.

Board Committee & Rep Reports

- Personnel Committee – Mrs. Thomas
 - No report for this month.
- Curriculum Committee – Dr. Smith
 - The Committee met on Saturday, April 27, in a combined meeting with the Technology Committee. Information was shared with both committees from an Apple rep on educational tools/devices incorporating technology with the curriculum.
- Policy Committee – Mrs. Souders
 - The Committee has continued the work of various revisions to policies. The next meeting date is TBD.
- Technology Committee – Mr. Ondrusek
 - Mr. Boltz, Director of Technology, gave an update on the progress with the network upgrade and phone system, which is on schedule.
- General Services Committee – Mr. Kahl
 - Building permits have been issued for the GESA; and the new lighting is to be installed soon. In addition, the moving process is in progress with packing of classrooms and office spaces at the High School and District Office.
- Finance Committee – Mrs. Gray Hayes
 - The Committee met on April 10 to hear updates on the District's financial status and budget proposal. Mr. Miller presented the Final Proposed Budget for 2019-2020 earlier tonight and the Committee expressed appreciation to Mr. Miller and his efforts noting, the overall focus of the budget is based on students.
- IU13 Report – Mr. Ondrusek
 - The next meeting will be held Wednesday, May 15.
- PSBA Report – Mr. Ferrari
 - Gave update on the changes to Cyber Charter reform.
- CTC Report – Mrs. Weaver
 - Last meeting was held on April 16. Information was shared regarding the posting of several positions within the CTC; and tonight's approval of the CTC 2019-2020 Budget.
- HACC Report – Mrs. Gray Hayes
 - No report was made. The next meeting will take place in October 2019.
- Lebanon County Tax Collection Report – Mr. Ferrari
 - No Report was made.

ACTION ITEMS

Personnel Committee – Mrs. Denise Thomas, Chair

Mrs. Thomas inquired if anyone would like 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-J were approved:

- A. **Approved a “Letter of Resignation” from Hannah Hentz, Assistant Girls Volleyball Coach.**
Background: Position as coach was fulfilled for the 2018-2019 season.
- B. **Approved a “Letter of Resignation” from Kylie Homan, School Psychologist, effective June 28, 2019.**
- C. **Approved a “Letter of Resignation” from Jennifer Walker, part-time cafeteria employee, effective April 26, 2019.**
- D. **Approved an administrative transfer of Danette Ocker from part-time Intermediate School cafeteria employee, 4 hours/day to part-time Intermediate School cafeteria employee, 4.5 hours/day, retroactive to April 23, 2019.**
- E. **Approved an administrative transfer of Benedicta Duncan from part-time Middle School cafeteria employee, 4.5 hours/day to part-time Intermediate School cafeteria employee, 4 hours/day, retroactive to April 25, 2019.**
- F. **Approved a change in job title for Dave Rhoads from Head Custodian to 2nd shift Custodian, effective April 29, 2019, noting there is no change in hourly rate.**
- G. **Approved an administrative transfer of Jamie McLain from part-time paraprofessional, 3.75 hours/day to full-time Personal Care Assistant (PCA) at an hourly rate of \$10.57, 6.5 hours/day, effective on or about May 13, 2019. The district is waiving the probationary period due to time already served.**
Background: Position filled due to resignation.
- H. **Approved Tiffany Yeiser to provide Extended School Year (ESY) services at a rate of \$32/hour, during the period of June 17, 2019 to August 1, 2019.**
- I. **Approved the employment of Jacob Butz on a “Letter of Temporary Employment” as a Technology Support Intern, with a start date on or about May 13, 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.
- J. **Approved the rehire of Jenna Heagy as a part-time cafeteria employee (subject to assignment), at an hourly rate of \$10.21, 5 hours/day, with no benefits, effective May 13, 2019.**
Background: Employee rehired after resigning effective April 25, 2019.

Curriculum Committee – Dr. Barbara Smith, Chair

Dr. Smith inquired if anyone would like to have items separated from the overall vote. Item A and Item C were requested to be removed from the overall vote.

A motion on Item A was made by Dr. Smith and seconded by Mr. Ondrusek.

- A. **Move to approve the 2019-2020 building Student Handbooks.**

After discussion, Mrs. Souders made a motion to Table Item A, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Item A was Tabled.

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

- B. **Approved an agreement with Lancaster-Lebanon Intermediate Unit 13 to continue participation with Lancaster-Lebanon Virtual Solutions (LLVS) which provides access to online learning for the virtual academy. (Board Attachment)**
Background: This agreement will continue our participation with IU 13 through June 30, 2022. The current agreement is set to expire on June 30, 2020. By renewing a year early, the district will realize a cost savings due to the changes in the pricing structure.

A motion on Item C was made by Dr. Smith and seconded by Mrs. Gray Hayes.

- C. **Move to approve new textbooks for the 2019-2020 school year, as listed:**

1. Agribusiness
Publisher: Waveland Press, Inc.
Textbook Title: *Principles of Agribusiness Management*, 5th ed.
Author: James G. Beierlein, et al.
Copyrights: 2014
2. English Language Arts Grade Levels: 6-12
Publisher: McGraw Hill
Textbook Title: *Study Sync*
Author: Various
Copyright: 2019
3. Pre-Calculus
Publisher: McGraw Hill
Textbook Title: *Precalculus: Graphs and Models*
Author: John W. Coburn and J. D. Herdlick
Copyright: 2012
4. AP Government
Publisher: Pearson
Textbook Title: *Government in America: People, Politics, and Policy*, 17th ed.
Author: Edwards and Wattenberg
Copyright: 2019
5. AP Government
Publisher: Perfection Learning
Textbook Title: *AMSCO PA: United States Government and Politics*
Author: Wolfford
Copyright: 2019
6. AP Government
Publisher: Lanahan
Textbook Title: *Lanahan Readings in the American Polity*
Author: Serow and Ladd
Copyright: 2016
7. AP Physics
Publisher: Pearson
Textbook Title: *Physics Principles with Applications: AP Edition*
Author: Douglas C. Giancoli
Copyright: 2014

After discussion, a motion to amend the motion was made by Mr. Ondrusek, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Item C was approved as amended:

C. Approved new textbooks for the 2019-2020 school year, excluding the AP Government Textbooks:

- *Agribusiness*
Publisher: Waveland Press, Inc.
Textbook Title: *Principles of Agribusiness Management*, 5th ed.
Author: James G. Beierlein, et al.
Copyrights: 2014
- *English Language Arts Grade Levels: 6-12*
Publisher: McGraw Hill
Textbook Title: *Study Sync*
Author: Various
Copyright: 2019
- *Pre-Calculus*
Publisher: McGraw Hill
Textbook Title: *Precalculus: Graphs and Models*
Author: John W. Coburn and J. D. Herdlick
Copyright: 2012
- ~~AP Government~~
~~Publisher: Pearson~~
~~Textbook Title: *Government in America: People, Politics, and Policy*, 17th ed.~~
~~Author: Edwards and Wattenberg~~
~~Copyright: 2019~~

- ~~AP Government~~
~~Publisher: Perfection Learning~~
~~Textbook Title: AMSCO PA: United States Government and Politics~~
~~Author: Wolfford~~
~~Copyright: 2019~~
- ~~AP Government~~
~~Publisher: Lanahan~~
~~Textbook Title: Lanahan Readings in the American Polity~~
~~Author: Serow and Ladd~~
~~Copyright: 2016~~
- AP Physics
 Publisher: Pearson
 Textbook Title: *Physics Principles with Applications: AP Edition*
 Author: Douglas C. Giancoli
 Copyright: 2014

Policy Committee – Mrs. Jadell Souders, Chair

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

- A. Approved revisions and/or new policies, as listed, for 2nd 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

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 two-year agreement between WGL Energy (School District Energy) and Eastern Lebanon County School District for energy supply between July 2020 and July 2022, meter read dates. (Board Attachments)

Background: Engaging WGL Energy is projected to save costs over the current energy procurement program.

Finance Committee – Mrs. Tracy Gray Hayes, Chair

Mrs. Gray Hayes informed the Board that Items E and F would be removed from the overall vote, and a Roll Call vote would be taken for those items.

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

- A. Approved a contract with Karah A. Molesevich, bilingual school psychologist, to complete two bilingual psycho-educational evaluations, at a total cost not to exceed \$3,500. (Board Attachment)
Background: The completion of these evaluations will take place before the conclusion of the 2018-2019 school year.
- B. Approved a contract with the John Paul II Center, Special Learning for Children and Adults, to provide Extended School Year (ESY) services from June 17 – August 8, 2019, for student needs, with a tuition fee of \$2,850 per student. (Board Attachment)
Background: The district will be reimbursed the cost of these services by IU 13.
- C. Approved a contract with Marcia Towers, bilingual speech and language pathologist, to complete two bilingual speech evaluations, at a total cost not to exceed \$2,700. (Board Attachment)
Background: Services are based on student need.

D. Approved directing the administration to work with Modern Recovery Solutions (Tax Collector) and Lucent Pay to set up credit cards as an available payment method for school district taxes.

Background: This was previously discussed in Finance Committee. Payment method will have no cost to the district, but there will be a processing charge for taxpayers to utilize this method. The payment method will be mentioned on 2019-2020 tax billings and there will be an online portal to make payments. All current methods of payment will still be available and there will be no change to current payment methods. There is no obligation to use this payment method, it will be available if taxpayers choose to utilize.

On a motion by Mrs. Gray Hayes, seconded by Mrs. Thomas and approved by Roll Call vote, nine (9) Ayes to zero (0) Nays, Item E was approved unanimously:

Roll Call Vote:

Mrs. Gray Hayes – Aye
 Ms. Stettler – Aye
 Mrs. Weaver – Aye
 Mrs. Thomas – Aye
 Mrs. Souders – Aye
 Mr. Ondrusek – Aye
 Mr. Ferrari – Aye
 Dr. Smith – Aye
 Mr. Kahl – Aye

E. Approved the 2019-2020 Lebanon County CTC Budget (Roll Call Vote – Board Attachment).

On a motion by Mrs. Gray Hayes, seconded by Mrs. Weaver and approved by Roll Call vote, nine (9) Ayes to zero (0) Nays, Item F was approved unanimously:

Roll Call Vote: 9-0

Mrs. Gray Hayes – Aye
 Mr. Ondrusek – Aye
 Mrs. Weaver – Aye
 Mrs. Thomas – Aye
 Mrs. Souders – Aye
 Ms. Stettler – Aye
 Mr. Ferrari – Aye
 Dr. Smith – Aye
 Mr. Kahl – Aye

F. Approved the Proposed Final 2019-2020 ELCO School District General Fund Budget. (Roll Call Vote – Board Attachment).

Background: The Proposed Final 2019-2020 ELCO School District General Fund Budget includes a 2.5% real estate millage tax increase. The allowable adjusted index for 2019-2020 is 2.7%.

NON-ACTION ITEMS

Personnel Committee – Mrs. Denise Thomas, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval a trip/travel request of Charles Gerberich, Cross Country Coach, coaching staff (2) and approximately 10-15 athletes, to take part in a pre-season cross country training trip. This trip will be held August 12-14, 2019, at Camp Kirchenwald, Colebrook, PA.
Background: This is an annual pre-season event.

Curriculum Committee – Dr. Barbara Smith, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval the listing of the 2019 graduating seniors, pending successful completion of all requirements. (Board Attachment)

General Services Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval a non-binding Memo of Understanding (MOU) between the Eastern Lebanon County School District (ELCO) and the Myerstown Water Authority (MWA) providing municipal water service to the ELCO school campus. (Board Attachment)

Background: The MOU has changed to add Paragraph No. 7j, adding that no person or entity will be permitted to connect or utilize the water distribution system.

B. Recommend for approval the 2019-2020 breakfast and lunch prices, as listed:

Elementary (K-5):	\$1.65 for breakfast; \$2.60 for lunch
Secondary (6-12):	\$1.85 for breakfast; \$2.70 for lunch
Adult:	\$3.50

Superintendent's Report

Upcoming dates/Announcements:

- May 15, 2019 – 6:00 pm, Finance Committee Meeting
- May 16, 2019 – 6:00 pm, Curriculum Committee Meeting
- May 24, 2019 – Snow make-up day from February 20, 2019
- May 27, 2019 – SCHOOL CLOSED in observance of Memorial Day
- May 28, 2019 – 6:30 pm, All Sports Banquet
- June 4, 2019 – 6:30 pm, Graduation @ New Beginnings Auditorium
- June 5, 2019 – Last day for Students (1/2-day, schedule will be posted on website)
- June 6, 2019 – Records & Reports Day (teachers)
- June 7, 2019 – In-service Make-up day for teachers
- June 10, 2019 – District Office & High School Offices will now be located at the ELCO Intermediate School for the summer

Spring Concerts:

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

Mrs. Vicente shared the following building highlights:

- High School – Two student athletes, Ryelle Shuey and Brenden Nauman, both broke school records in a recent track meet. And, Ryelle broke her own school record and set a County Meet record in the shot put. Ryelle was also recently named and awarded the A. Landis Brackbill Scholar-Athlete Award, which is given annually to the best male and female athlete in the Lancaster-Lebanon League. Congratulations to Ryelle! “Decision Day” was held on May 3. The High School Spring Concert took place on Saturday, May 4 with a patriotic theme paying tribute to those serving in our Armed Forces and our military veterans.
- Middle School – The Middle School Spring Concert will take place on Tuesday, May 7 at 7:00 pm, in the High School auditorium. The induction of twenty-three, 7th grade students into the 2019-2020 National Junior Honor Society, will take place on May 9.
- Intermediate School – The 41st Annual 5th Grade Musical, “Jungle Book” took place May 3 & 4. The cast included over 75 students and supported by over 35 staff and parent volunteers. This year was the last musical directed by Mrs. Kathy Shappell. A special send-off was made to Mrs. Shappell featuring cast members in attendance from all previous shows as this year's last number was performed.
- Fort Zeller – Kids Heart Challenge “Jump Day” took place and was successful due to the efforts of staff, staff volunteers and community. A goal of \$9,000 was made and surpassed, bringing the total benefit to the American Heart Association to \$9,074. Kindergarten screening took place at Fort Zeller. And the ELCO K-2 Autism Program received a score of 98 from PaTTAN on their year-end Site Review.
- Jackson – Raider Readers visited the school to read and provide help to our students. Kindergarten screening was also held with 60 prospective students and families. 1st grade students and teachers will be hosting the 1st Annual Vocabulary Parade on May 20.

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mr. Ferrari – congratulated Doug Bohannon for being named Chairman of PIAA District 3.
- Mrs. Thomas – inquired on the upcoming Veterans History Project dates and times.
 - Ms. Haas will confirm dates and times.
- Mrs. Gray Hayes – asked about Baccalaureate date and time.
 - Ms. Haas replied the date is June 3 and details will be sent to all board members.
- Mrs. Thomas – asked for the time of the National Junior Honor Society Induction.
 - Ceremony will be held at 6:30 at the Middle School.
- Mr. Kahl – commented on the US News & World Report Rankings of school districts, asking Mrs. Vicente to share information on the rankings.
 - Mrs. Vicente shared information on the methodology and ranking used.
 - Several board members commented on this topic.

Old Business

- No Old Business was discussed.

New Business

- Update: Summer Board Meeting location for June and August due to High School renovations.

Discussion took place on possible locations to hold the June and August meetings. Several suggestions were made. Mrs. Vicente will report back to the board May 22 with our options.

Adjournment

On a motion by Mr. Kahl, seconded by Dr. Smith and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary