

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

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

March 2, 2020

The Committee-of-the-Whole Board of Education Meeting was called to order by Vice President, Mrs. Tracy Gray Hayes at 6:00 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole Board of Education Session in the ELCO High School Library with Vice President Mrs. Gray Hayes presiding and Mr. Kramer leading the Opening Exercises.

Roll Call

Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Gray Hayes, Mrs. Noll, Dr. Smith, Ms. Stettler, and Mrs. Weaver; and Messer's Kramer and Ondrusek. Absent from the meeting were Mrs. Thomas and Mr. Kahl. Also, in attendance were the following from the administrative team: Mrs. Vicente, Mrs. Davis, Ms. Haas, Mr. Marks, Dr. Gerhart, Mrs. Hower, Mr. Lin, Mr. Soden, Mr. Entekin, Mrs. Shoemaker, ~~Mr. Sweigart, Mrs. Himmelsich~~, Mr. Miller, ~~Mr. Boltz~~, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Solicitor; and faculty, residents and PSBA guest.

Mrs. Gray Hayes announced the District is recording the meeting using District equipment. All recordings are posted on the District website in approximately 7 to 10 days. Mrs. Gray Hayes also inquired if anyone in attendance was recording the meeting; it is noted no one indicated recording the meeting.

Board President Communications

- The Board will meet in an Executive Session immediately following the adjournment of tonight's meeting for the purpose of discussing confidential personnel matters.

Presentation – Continuous Improvement Plan Update

- Ms. Jennifer Haas – High School
- Mr. Daniel Marks – Middle School

Presentations will be posted to the website.

Board Committee & Rep Reports

- Personnel Committee – ~~Mrs. Thomas~~
 - No report.
- Curriculum Committee – Dr. Smith
 - The committee met on February 27, 2020 and reviewed textbooks for recommendation, and to discuss the broader adoption of resources in curriculum. Next meeting will be held March 26, 2020 at 6:00 pm.
- Policy Committee – Mr. Ondrusek
 - The committee met on February 24 to review policies for recommendation.
- Technology Committee – Mrs. Noll
 - The committee met on February 24 to discuss items for recommendation to the board. Items are on tonight's agenda for recommendation and approval on March 18, 2020.
- General Services Committee – ~~Mr. Kahl~~
 - No report.
- Finance Committee – Mrs. Gray Hayes
 - Budget review is underway and continues; next committee meeting will be held March 10, 2020, at 6:00 pm.
- IU13 Rep Report – Mr. Ondrusek
 - The last meeting held was on February 12; upcoming event is the IU13 Reinventing Learning Showcase.
- PSBA Rep Report – Dr. Smith
 - Dr. Smith gave updates on several items from PSBA: PSBA webpage dedicated to information and preparedness regarding the Coronavirus; budget hearings; Advocacy Day on March 23; and Sectional meeting opportunities.
- CTC Rep Report – Mrs. Weaver
 - The last meeting held was February 18 with discussion and recommendation of bond refinancing to all districts in Lebanon County. Each district will see a savings as a result of the refinancing. Discussion also took place on the Cosmetology program; and Mrs. Weaver gave explanation of CTC Minutes and vote on item. Next meeting is set for March 17, 2020.
- HACC Rep Report – Ms. Stettler
 - No meeting scheduled to date.
- Lebanon Co. Tax Collection Rep Report – Ms. Stettler
 - Meeting is scheduled to take place on March 16, 2020, with new member orientation.
- ELCO Education Foundation – Mrs. Weaver
 - Upcoming meeting to be held March 11, 2020; Foundation is hosting a Family Science Night on March 13 at the ELCO Middle School; several ELCO Foundation members have been extended an invitation to attend another district's Foundation Gala; and the Foundation is once again offering grants to teachers. Applications are currently being accepted.

Public Comments – Items On the Agenda

- No comments were made.

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

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

On a motion by Ms. Stettler, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Personnel Items A-G were approved:

- A. **Approved Cheryl Wallace, as a short-term substitute High School Special Education teacher, on a “Letter of Temporary Employment” to begin on or about March 5, 2020 for a period of approximately four weeks, at a daily rate of \$125, with no applicable benefits. (NOTE: individual is currently a substitute for the ELCO School District.)**
Background: Position filled due to permanent teacher on leave.
- B. **Approved the employment transfer of Kamalish Figueroa Fernandez from High School part-time cafeteria employee to Middle School part-time cafeteria employee to begin on or about March 9, 2020. (NOTE: Hours and hourly rate remain the same.)**
Background: Transfer due to open position that was not filled at the Middle School.
- C. **Approved the employment of Laura Gaskin as a part-time cafeteria employee (subject to assignment), at the rate of \$10.36 per hour, 4.5 hours per day, to begin on or about March 9, 2020, pending receipt of all required documentation, clearances and disclosures.**
Background: Position filled due to transfer of cafeteria employee to the Middle School.
- D. **Approved a change in the employment status of Danielle Ebersole from full-time Personal Care Assistant (PCA), 6.75 hours/day to full-time Paraprofessional (subject to assignment) 7.5 hours/day (10-month position), at an hourly rate of \$10.46, with a start date to be determined. (NOTE: There is no change in benefits as a result of this employment status change.)**
Background: Position filled due to a retirement.
- E. **Approved a change in class assignment of Kelsey Thorley, from High School Emotional Support teacher to High School Learning Support teacher, effective the 2020-2021 school year.**
Background: Position filled due to a retirement at the end of the 2019-2020 school year.
- F. **Approved a trip/travel request from Wyatt Hall, TSA Advisor, to travel and attend the Technology Student Association Leadership Conference with eight Middle School students, April 15-17, 2020, to be held at Seven Springs, PA. (Costs to the district are budgeted.)**
Background: Students qualified to attend and compete at State conference.
- G. **Approved new and renewed volunteers for the 2019-2020 school year, as listed (noting all required documentation, clearances, disclosures and training are on file):**
 1. Donna Hurd
 2. Harry Hurd
 3. Danielle Gingrich
 4. Jennifer Baer
 5. Rebekah Bollinger
 6. April Cruz
 7. Whitney Yeingst
 8. Mike Turner
 9. Elizabeth Szelewa
 10. Amy Schott
 11. Heidi Zimmerman
 12. Tracy Ruth
 13. Nicole Turner
 14. Matthew Dietrich

Policy Committee – Mr. Ray Ondrusek, Chair

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

- A. **Approved the following revised Board policies, 1st Reading, as listed: (Board Attachment)**
 1. Policy #222 – Tobacco and Electronic Nicotine Delivery Systems (revised)
 2. Policy #323 – Tobacco and Electronic Nicotine Delivery Systems (revised)
 3. Policy #610 – Purchases Subject to Bid/Quotation (revised)
 4. Policy #611 – Purchases Budgeted (revised)
 5. Policy #626 Attachment – Procurement – Federal Programs (revised)
 6. Policy #709 – Building Security (revised)

Finance Committee – Mrs. Tracy Gray Hayes, Chair

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

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

Background: Motions A & B are related to the Lebanon County Career and Technology Center refunding a bank loan. Motion A approves the execution of the new bank loan. Motion B is to provide the executed vote ballot to the Lebanon County Career and Technology center. Both actions are required because this transaction involves the Boards of every sending District to the LC Career and Technology Center and not just action by ELCO's Board.

- A. Adopted the resolution of the Eastern Lebanon County School District, as presented to the Board, authorizing the approval and execution of the Fifth Supplemental Lease identified in the resolution and all related action. (Board Attachment)**
- B. Adopted the resolution of the Board of the Lebanon County Area Vocational-Technical School, also known as the Lebanon County Career and Technology Center, as presented to the Board, authorizing the issuance and sale of such bonds by the Authority, subject to approvals of the Authority, the other member school districts of, and the Board of, the Lebanon County Career and Technology Center, the votes of the individual members of the Board to be set forth on the mail ballot attached to such resolution. (Board Attachment)**
Background: This is in connection with the refunding of the outstanding Lease Revenue Bond (The Lebanon County Career and Technology Center Project), Series of 2013, of the Lebanon County Area Vocational-Technical School Authority, and the issuance, by the Authority, of its Lease Revenue Bond (The Lebanon County Career and Technology Center Project), Series of 2020, for such refunding. The refunding saves the District \$91,253.61 over the life bank loan.

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

The Board reviewed and discussed the following items:

- A. Recommend accepting a "Letter of Resignation" from Kirsten Whitman, full-time Paraprofessional, effective the last day of the 2019-2020 school year.
- B. Recommend for approval adding the following individual to the ELCO sub listing for the 2019-2020 school year, as listed:
1. Sarah Hoglund – Para sub

Technology Committee – Mrs. Dotty Noll, Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval an agreement to join the IU13 Consortium to build dark fiber between the High School and Fort Zeller and Jackson Elementary buildings. (Board Attachments)
Background: This was a joint bid among multiple schools to have Crown Castle build fiber network to exterior school buildings. The cost to build the network is \$271,025.00, however, after federal E-Rate reimbursement the cost to the district will be \$81,307.50 with the ability for the district to pay for the project in four annual payments of \$20,326.88 starting in the 2021-22 school year. Monthly reoccurring charges will be reduced from \$866 to \$590 and Internet bandwidth will experience a substantial increase in speed.
- B. Recommend for approval a contract with Sweigart Consulting, LLC for twenty hours of service not to exceed \$2,000 to work on upgrades to PowerSchool. (Board Attachment)
Background: The upgrades looking to complete will provide enhanced emails to parents and held to consolidate reports used by office personnel.
- C. Recommend for approval a contract with Corl Communications Inc. to install a network closet in the Intermediate School at a cost of \$9,372. (Board Attachment)
Background: The network closet will provide network connection to the Intermediate School kitchen, several security cameras, and the mechanical room.
- D. Recommend for approval a contract with ePlus Technology Inc. for networking equipment at a cost of \$3,296.69 (Board Attachment)
Background: The network equipment will be installed in the network closet being built by Corl Communication.

Superintendent's Report

Mrs. Vicente shared the following:

- Communication will be shared with the community on safe practices relating to flu season and the Coronavirus. A review of safety habits will be held in the classroom with students; both our custodial department and the bus company have been contacted to review cleaning practices of classrooms and buses.

The principal shared a few building highlights:

- HS – Ms. Jen Haas
 - The kick-off for Mindful Monday's in March was held on March 2. The series is sponsored by the Aavidum club in collaboration with the High School Phys Ed department to plan and provide activities for students on mental health awareness and well-being.
 - Last week the High School's FFA chapter celebrated national FFA Week with various activities and events.
 - Congratulations to sophomore, Xavier Bates, who participated in the Region V PMEA Choral Festival. He was selected to perform a solo, and his audition earned him a seat in the PMEA State Choral Festival to be held in April in the Poconos.
- Middle School – Mr. Marks
 - First parent Advisory Committee Meeting was held.
 - March 3 – 2:30 – 6:00 – 6th grade luau will take place
 - Announced activities being organized by Mrs. DeVore's class
- Intermediate School
 - Friday, March 6 – Jump for Heart Challenge will be held with goal of \$17,000 set by Ms. Slabonik, who is coordinator of the yearly event
 - Read Across America – activities are planned to celebrate Dr. Seuss
 - Career Readiness – parent and community response is overwhelming allowing parents and community members to showcase careers to students. An off-sight visit to a local farm was experienced by one of the 3rd grade classes, which was successful and quite educational.
- Fort Zeller – Mr. Lin
 - Apple training for teachers took place – 3-day training to incorporate and integrate technology into the classroom
 - IU13 conducted a site walk-through of the school-wide PBIS program.
- Jackson – Mrs. Hower
 - Family Math Night – there were 175 in attendance
 - March 2 – United Way volunteers came in to read featuring a book by a local author, as well as a local illustrator
 - Kick-off to Read Across America celebrating Dr. Seuss occurred with a choral reading of Green Eggs and Ham
 - March 4 - students will travel to the High School for a preview of the High School musical
 - March 12 - Kindergarten Orientation will be held
 - March 13 – students will visit the Middle School for the Annual ELCO Food Show

Upcoming Dates/Announcements:

- March 5, 2020 – 9:00 am – Senior Citizen Performance of "Annie Get Your Gun" – HS Auditorium
- March 6 & 7, 2020 – 7:00 pm – High School Musical, "Annie Get Your Gun" (ticket info located on the website)
- March 10, 2020 – 6:00 pm – Finance Committee Meeting, HS LGI
- March 11, 2020 – Reinventing Learning Showcase, IU13
- March 13, 2020 – 6:00 pm – Family Science Night sponsored by the ELCO Education Foundation

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mr. Kramer – referenced two individuals involved recently at ELCO that have ties to the District currently and/or in the past.
- Mrs. Noll – Mrs. Noll and Mrs. Thomas will attend Advocacy Day in Harrisburg
- Mrs. Gray Hayes – congratulated ELCO athletes and the success of individuals, as well as teams, thanking families and coaches for their dedication to sports and the hard work involved; Course Selection for 8th grade parents was well attended; and she attended the first Middle School Parent Advisory Council and appreciates its formation.

Old Business

- No Old Business was discussed.

New Business

- Discussion on Resolution calling for Charter School Funding Reform
 - Recommendation to move forward with Resolution will take place at the Board Meeting of March 18, 2020

Adjournment

On a motion by Mr. Ondrusek, seconded by Mrs. Weaver and approved by a Voice vote, all voting Aye, Vice President, Mrs. Gray Hayes adjourned the meeting at 7:32 pm.

Respectfully submitted,

Gloria J. Hill
Board Secretary