

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

Special Board of Education Meeting - Virtually  
ELCO High School Library

March 25, 2020

The Regular Board of Education Meeting was called to order by President, Jack Kahl at 6:04 p.m.

The Eastern Lebanon County School Board met in a Special Board of Education Session in the ELCO High School Library virtually via Zoom Meeting with President Kahl presiding and Mrs. Gloria Hill leading the Opening Exercises.

Roll Call

Board Secretary, Gloria Hill called the roll. The following members were present: Mr. Kahl, and via Zoom Meeting were Mrs. Gray Hayes, Mrs. Noll, Dr. Smith, Ms. Stettler, Mrs. Thomas and Mrs. Weaver; and Mr. Kramer and Mr. Ondrusek. Also, in attendance via Zoom 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. 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

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

- A. Approved authorizing the Superintendent and Administration to conduct daily operations of, and pursue emergency services for, the school district upon consultation with the Board President and Vice-President for ultimate ratification by the Board of Directors, beginning March 13, 2020, during the duration of the current COVID-19 pandemic. Operations and emergency services to include, but not be limited to, payment of bills, payment of personnel, and entering into any necessary contracts to assist in cleaning and/or other emergency operational needs necessitated by the pandemic.

- The Board met via Zoom to conduct an Executive Session tonight, March 25, 2020, at 5:15 pm, for the purpose of discussing confidential personnel matters.

Public Comments – Items On the Agenda

- No comments were made.

**Approval of Minutes**

On a motion by Mrs. Weaver, seconded by Mrs. Noll and approved by Voice vote, all voting Aye, the Minutes of 02-19-2020 and 03-02-2020 were approved.

**Approval of Treasurer's Report**

On a motion by Mrs. Gray Hayes, seconded by Mr. Kramer and approved by Voice vote, all voting Aye, the Treasurer's Report of February 29, 2020 was approved.

**CONSENT ITEMS (items discussed on 03-02-2020)**

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

Personnel Committee

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

Technology Committee

- A. Approved 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. Approved 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. Approved 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. Approved 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.*

## NON-CONSENT ITEMS FOR APPROVAL

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

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

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

- A. **Approved a “Letter of Retirement” from Sherrie Liskey, full-time Personal Care Assistant, effective the last day of the 2019-2020 school year.**
- B. **Approved a “Letter of Retirement” from Dorothy Beamesderfer, full-time cafeteria employee effective the last student day of the 2019-2020 school year.**
- C. **Approved a “Letter of Resignation” from Paul Dissinger, as ELCO Head Varsity Girls’ Volleyball Coach, effective March 10, 2020.**
- D. **Approved the employment of Claire Campbell as a full-time Personal Care Assistant (PCA) (subject to assignment), at an hourly rate of \$12.37, 6.75 hours/day (10-month position), effective upon first day of full District operations after Governor Wolf’s mandated closure, pending receipt of all required documentation, clearances and disclosures. Benefits will begin after the 60-day probationary period.**  
*Background: Position filled due to a vacancy in the District as a result of internal transfers created by a recent retirement.*
- E. **Approved the employment of Helen Snyder on a “Letter of Temporary Employment” as a short-term substitute Elementary Counselor for a period to begin on or about April 1, 2020 through the last teacher day of the 2019-2020 school year, pending receipt of all required documentation, clearances, and disclosures.**  
*Background: Position filled due to permanent teacher on leave.*
- F. **Approved the following trip/travel requests, as listed:**
  - 1. **Annual 5<sup>th</sup> Grade trip to Camp Swatara to be held May 28-29, 2020. Intermediate School teachers and staff (12), and approximately 200, 5<sup>th</sup> 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.*
  - 2. **Martha Good, High School teacher, to travel and attend the Advanced Placement Summer Institute, to be held in Northfield, MN, June 28 – July 2, 2020.**
- G. **Approved Toni Mehaffey as a Middle School Café. Monitor for the remainder of the 2019-2020 school year.**
- H. **Approved the continued employment of the following individuals, as listed:**
  - 1. **Anderson Kruse – student summer worker (returning for 3<sup>rd</sup> year), at an hourly rate of \$8.75, to begin on or about June 1, 2020.**
  - 2. **David Plasterer – student summer worker (returning for 2<sup>nd</sup> year), at an hourly rate of \$8.60, to begin on or about June 1, 2020.**

3. Dennis Morgan – seasonal worker (returning for 7<sup>th</sup> year), at an hourly rate of \$9.20, to begin on or about March 19, 2020.
  4. Kevin Yeiser – seasonal worker (returning for 3<sup>rd</sup> year), at an hourly rate of \$12.00, to begin on or about March 19, 2020.
- I. Approved the following new bus drivers for the 2019-2020 school year, noting individuals are employed directly by Brightbill Transportation Company, as listed:
    1. Richard Peterson
    2. William Lundberg
  - J. Approved new and renewed volunteers for the 2019-2020 school year, as listed (noting all required documentation, clearances, disclosures and trainings are on file):
    1. Christina Getz
    2. Kelly Althouse
    3. Allison Ebersole
    4. Hannah Linton
    5. Henry Beers
    6. Melissa Hauck
    7. Danielle Musselman
    8. Amanda Polynone
    9. Tisha Ebling
    10. Stephanie Hicks
    11. Brooke Goodman
    12. Marcy Hibshman
    13. Theresa Schaefer
    14. Mary Bennetch
    15. Oleg Sinyagin
    16. Alissa Seifert
    17. Lucinda Heisey
    18. Trisha Rabold
    19. Sharen Miller
    20. Amy Jo Miller
    21. Brandon Lease

**Policy Committee – Mr. Ray Ondrusek, Chair**

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

- A. Approved the following revised Board policies, 2<sup>nd</sup> 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)

**Technology Committee – Mrs. Dotty Noll, Chair**

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

On a motion by Mrs. Noll, seconded by Mr. Ondrusek and approved by Voice vote, all voting Aye, Policy Items A-B were approved:

- A. Approved a purchase from B&H Photo Video, PEPPM Contract Holder, for projectors and replacement bulbs at a cost of \$36,923.95. (Board Attachment)  
*Background: The revenue from the sell back of student iPads will be used to pay for this purchase. Projectors will replace 10-year old projectors in the Intermediate School. PEPPM is the state bid contract that vendors bid directly with the state for rights to resale.*
- B. Approved a purchase from Apple Inc., for Apple TVs and licensing at a cost of \$7,130.00 (Board Attachment)  
*Background: The revenue from the sell back of student iPads will be used to pay for this purchase. Apple TVs will replace five-year old Apple TVs and will work in conjunction with the projectors being purchased.*

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

Item D was separated for a Roll Call Vote; no other items were 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-C and E-G were approved:

**A. Approved payment of bills as found listed and attached to the March 18, 2020 Board Agenda, for payments made in the amounts indicated: (Board Attachment)**

|  |                |
|--|----------------|
| General Fund payments in the amount of         | \$1,510,808.12 |
| Cafeteria Fund payments in the amount of       | \$110,396.40   |
| Capital Reserve Fund payments in the amount of | \$0.00         |
| Debt Service payments in the amount of         | \$0.00         |
| Construction Fund payments in the amount of    | \$398,236.31   |
| Student Activity payments in the amount of     | \$4,719.88     |

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

**C. Approved Resolution #03-25-2020-I, calling for Charter School Funding Reform. (Board Attachment)**

*Item D was separated for a Roll Call vote.*

On a motion by Mrs. Gray Hayes, seconded by Mr. Ondrusek and approved by Roll Call vote, all voting Aye, Item D was approved:

Roll Call Vote:

Mrs. Gray Hayes – Aye  
 Mr. Ondrusek – Aye  
 Mrs. Weaver – Aye  
 Mrs. Thomas – Aye  
 Dr. Smith – Aye  
 Mr. Kramer – Aye  
 Mrs. Noll – Aye  
 Ms. Stettler – Aye  
 Mr. Kahl – Aye

**D. Approved Resolution #03-25-2020-II, concerning the 2020-2021 Lancaster-Lebanon IU13 Budget. (Board Attachments) (Roll Call Vote)**

*Items E through G were approved with the overall vote.*

**E. Approved a new Student Activity account, Little Aavidum Club, for the Intermediate School. (Note: School clubs at the elementary level do not have officers.)**

**F. Approved utilizing AblePay Health as a voluntary benefit with no cost to the District or the District's employees. (Board Attachment)**

*Background: This benefit program negotiates deductible discounts with health providers potentially saving District employees money on their deductible. It has no cost to the District or District employees and is voluntary to use. A "Go Live" date will be chosen in an upcoming month after a rollout period.*

**G. Approved the 2020 rental contract with Camp Swatara for the annual 5<sup>th</sup> Grade Camp trip. (Board Attachment)**

Superintendent's Report

Mrs. Vicente shared upcoming dates, as follows:

Upcoming Announcements/Dates:

- March 19, 2020 – 6:00 pm – Fort Zeller Kindergarten Orientation, postponed (date to be determined)
- March 24, 2020 – 7:00 pm - FFA Banquet, postponed (date to be determined)
- March 24 – 26, 2020 – Virtual Act 80 Days for Teachers
- March 26, 2020 – 6:00 pm – Curriculum Committee Meeting, postponed (date to be determined)
- May 23, 2020 – High School Prom (rescheduled from March 28, 2020)

Mrs. Vicente shared the following:

- Thanked the Admin Team for their efforts during the mandated school closure.
- Correspondence has been shared since March 13, 2020 via Global Connect and the ELCO website. A special page on the website is designated to Covid-19 information and resources.
- Covid-19 email account established – with answers given within 24 to 48 hours.
- Voicemail account established and is monitored daily.
- Food distribution by our Food Services Department, with assistance from Lebanon County Christian Ministries, is ongoing with distribution of meals to our students who qualify for Free and/or Reduced meals.
- Berks County Humane Society donated large bags of dog food.

- Unused produce from our Food Services Department has been donated to OnFire for distribution to families in our community.
- Myerstown/ELCO Rotary donated \$7,000 in support of the food distribution program.
- Virtual learning opportunities to begin, which are curricular extensions for our students. Participation is recommended/encouraged and will not be graded.
- As of today, the closure per the Governor is through April 6, 2020.
- Staying connected is important, both for students, teachers and parents.
- Future plans for technology are in development if there would be an extension of the closure beyond April 6.
- Ending on a positive note – faculty and staff have planned a ‘Raider Flash Drive’ throughout the ELCO community to be held on Thursday afternoon, March 26. Spread the word!

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

- No comments were made.

#### Board Announcements/Comments

- Mrs. Weaver – grateful for the correspondence her son received from his teacher.
- Mr. Kramer – special note of thanks to Mr. Dissinger for his years of coaching.
- Mr. Ondursek – commented on the Virtual Academy.
- Mr. Kahl – kudos to Mrs. Himmelreich and the Food Services Department, as well as all the people involved in the distribution of meals! Thank you to Mrs. Davis and Mr. Boltz for their assistance in setting up tonight’s Zoom meeting.
- Mrs. Gray Hayes – thanked the admin, teachers, and office personnel for accomplishing tasks to keep the business of the District moving forward during the closure.
- Mr. Kahl – timing is a critical factor in planning and preparation if further announcements extending the closure of school are received from the Governor’s office.

#### Old Business

- No OLD Business was reported.

#### New Business

- No NEW Business was reported.

#### Adjournment

On a motion by Mrs. Thomas, seconded by Mrs. Noll and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 6:52 pm.

Respectfully submitted,

Gloria J. Hill  
Board Secretary