

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

Committee-of-the-Whole Board of Education Meeting  
Board Room – ELCO High School  
Hybrid

April 6, 2021

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Jack Kahl at 6:02 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole Board of Education Session (hybrid – in-person and via Zoom) with President Jack Kahl presiding and Mr. Ondrusek 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, Mrs. Thomas, and \*Mrs. Weaver; and Messer's Kahl, Kramer and Ondrusek. Also, in attendance were the following from the administrative team: Mrs. Vicente, Mrs. Davis, ~~Ms. Haas~~, Mr. Entekin, 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, Solicitor; and \*faculty and \*community residents. (\*Indicates attendees via Zoom.)

Mr. 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 return of students in grades 6 – 12 occurred today for in-person learning.
- ELCO+ is the program being offered this summer for student remediation, which includes summer school opportunities for students in grades K – 11, as well as enrichment opportunities. Information will be shared when finalized.

Board Committee & Rep Reports

- Personnel Committee – Mrs. Thomas
  - No future meeting date is set at this time.
- Curriculum Committee – Dr. Smith, Chair
  - Discussion at the last meeting resulted in several items on tonight's agenda. Thank you to the committee for reviewing textbooks for consideration.
- Policy Committee – Ms. Stettler
  - The Committee met last month to review several policies being recommended for 1<sup>st</sup> Reading tonight. The next meeting has not been set and will most likely occur in May or June.
- Technology Committee – Mrs. Noll
  - No future meeting date is set at this time.
- General Services Committee – Mr. Kahl
  - Utilities are slowly moving towards the school campus.
  - The front of the High School building is nearly complete.
- Finance Committee – Mrs. Gray Hayes
  - The next meeting is scheduled to take place on April 14, 2021 at 6:00 pm, for continued budget discussions.
- IU13 Rep Report – Mr. Ondrusek
  - Met virtually in March and will meet on April 14. Hopeful to have future meetings in-person. The IU13 2021-2022 Budget is on the tonight's agenda for approval by the ELCO Board.
- PSBA Rep Report – Dr. Smith
  - Liaison Insider was forwarded to all members by Dr. Smith. Information was shared on the American Rescue Plan monies for school districts.
- CTC Rep Report – Mrs. Weaver
  - Nothing new to report. Next meeting is set to take place on April 20.
- Lebanon Co. Tax Collection Rep Report – Ms. Stettler
  - No report at this time.
- ELCO Education Foundation – Mrs. Weaver
  - The last meeting was held on March 10.
  - Continued work on setting up the Amazon Smile Account.
  - Scholarship opportunity was posted in the Guidance Office.

Public Comments – Items On the Agenda

- No comments were made.

**ACTION ITEMS**

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

- A. **Approved a "Letter of Resignation" from Karl Keath, Girls' Varsity Basketball Assistant Coach and Girls' Junior Varsity Head Coach, effective March 15, 2021.**
- B. **Approved a "Letter of Resignation" from Krista Marderness, full-time Personal Care Assistant, effective and retroactive to March 26, 2021.**
- C. **Approved the employment of Teressa Bugg as a part-time Cafeteria employee (subject to assignment), at an hourly rate of \$10.59, 4.75 hours/day (10-month position, no applicable benefits), effective on or about April 7, 2021, pending receipt of all required documentation, clearances and disclosures.**  
*Background: Position filled due to previous resignation in which the position remained open.*
- D. **Approved the employment of Brian Brennan as a full-time 2<sup>nd</sup> shift Custodian (subject to assignment), at an hourly rate of \$11.60, effective on or about April 19, 2021, pending receipt of all required documentation, clearances and disclosures. (Benefits will begin after the 60-day probationary period.)**  
*Background: Position filled due to resignation.*
- E. **Approved the continued employment of the following individuals, as listed:**
  - 1. Kevin Yeiser (returning for 4<sup>th</sup> year), Seasonal grounds worker, at an hourly rate of \$12.30, to begin on or about April 7, 2021.
  - 2. Dennis Morgan (returning for 8<sup>th</sup> year), Seasonal grounds worker, at an hourly rate of \$9.50, to begin on or about April 7, 2021.
  - 3. Anderson Kruse (returning for 4<sup>th</sup> year), student summer worker, at an hourly rate of \$9.35, to begin on or about April 7, 2021.
- F. **Approved Amanda Templeton as High School Lunch Monitor for the 2020-2021 school year, retroactive to August 31, 2020.**  
*Background: Mrs. Templeton has continued to supervise students in the library during all three lunch periods, as the additional space has been needed in order for students to socially distance during lunch.*
- G. **Approved the following individuals as High School Cafeteria Monitors effective April 7, 2021 through the remainder of the 2020-2021 school year, as listed:**  
*Background: Additional monitors needed due to Reopening Plan.*
  - 1. Chris Longstaff
  - 2. John Mentzer
  - 3. Adam Zurick
- H. **Approved a four-year contract renewal of Mrs. Barbara Davis as Assistant Superintendent of the ELCO School District, effective September 11, 2021 to September 10, 2025. (Board Attachment)**
- I. **Approved adding the following individual to the 2020-2021 ELCO sub listing:**
  - 1. Denise Weaver (current clerical sub) – adding area, Cafeteria sub
- J. **Approved the following individuals as new drivers and/or aides, noting drivers and aides are directly employed by Brightbill Transportation Company:**
  - 1. Dawn Lutz, van aide
  - 2. George Roberts, bus driver

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

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

On a motion by Dr. Smith, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, Curriculum Committees Items A-C were approved:

- A. **Approved a contract between the ELCO School District and Performance fact, Inc., for professional services, for the period of April 2021 to July 2022, at a cost of \$24,750. (Board Attachment)**  
*Background: ESSER funds will be used to cover the cost of the contract. Performance fact will assist the School Board in the formulation of a future ready focus through the establishment of district-wide goals which will become the basis for the revision of the Comprehensive Plan. The Comprehensive Plan will guide and direct the district as we enhance and expand innovative opportunities for students, improve the quality of instruction, refine the use of assessment data to set benchmarks and metrics for continuous improvement and to develop community partnerships.*
- B. **Approved the agreement between ELCO School District and World of Learning Institute to provide virtual language instruction for the last six weeks of the 2020-2021 school year at a cost of \$22,310. (Board Attachment)**  
*Background: This contract will provide a certified Spanish teacher to teach Spanish I and II courses in a remote format. This is the same company that was used previously in the district.*

- C. Approved the ELCO administration to submit the NOCTI/NIMS test waiver application for the general agriculture Career and Technology Education program for the 2020-2021 school year under the guidelines set forth by Act 136 of 2020.**

*Background: Due to the pandemic, Act 136 permits this test to be waived for the 2020-2021 school year.*

**Policy Committee – Ms. Erin Stettler, Chair**

On a motion by Ms. Stettler, seconded by Dr. Smith and approved by Voice vote, all voting Aye, Item A was approved:

**A. Approved revisions to the following Board Policies, 1<sup>st</sup> Reading, as listed: (Board Attachment)**

1. #113.1 – Discipline of Students with Disabilities
2. #113.2 – Behavior Support
3. #113.4 – Confidentiality of Special Education Student Information
4. #122 – Extra Curricular Activities
5. #123 – Interscholastic Activities
6. #123.2 – Sudden Cardiac Arrest
7. #203 – Immunizations and Communicable Diseases
8. #209 – Health Examinations/Screening
9. #314 – Physical Examination
10. #318 – Attendance and Tardiness
11. #331 – Job Related Expenses
12. #332 – Working Periods
13. #340 – Responsibility for Student Welfare
14. #803 – School Calendar

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

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

**A. Approved a proposal from Heim Company to install a wastewater effluent flowmeter for \$38,550. (Board Attachment)**

*Background: This is a requirement of the JTA/Myerstown sewer agreement that this meter be installed. This proposal is COSTARS contract #008-118 and will be paid out of the capital reserve.*

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

Item D was separated from the overall vote.

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

**A. Approved a proposal from Gordian/Lobar Construction for sound panel installation at the Intermediate School, at a cost of \$52,727.29. (Board Attachment)**

*Background: This is KPN contract #KPN – 201701-JOC and is part of the summer maintenance program budget. The purchase of these panels will reduce sound levels in the Intermediate School cafeteria when in use.*

**B. Approved a proposal from Stanbury Uniforms, Inc., for 11 marching band uniforms at a cost of \$6,547.20. (Board Attachment)**

*Background: This amount was budgeted in the 2020-2021 budget.*

**C. Approved Resolution #04-06-2021-I, calling for Charter School Funding Reform. (Board Attachment)**

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

**Roll Call Vote:**

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

**D. Approved Resolution #04-06-2021-II, concerning the 2021-2022 Lancaster-Lebanon IU13 Budget. (Board Attachments) (Roll Call Vote)**

**NON-ACTION ITEMS**

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

*The Board reviewed and discussed the following items:*

- A. Recommend for approval Elisabeth Putt (current substitute teacher) on a "Letter of Temporary Employment" as the teacher monitor for High School and Middle School Spanish classes taught virtually by World of Learning Institute, effective on or about May 5, 2021 through the end of the 2020-2021 school year, at a daily rate of \$125.  
*Background: Position filled due to permanent teacher on leave of absence.*
- B. Recommend for approval the administrative transfer of Robin Anne Kimmey from Behavior Specialist to Special Education Consultant, effective July 1, 2021, with no change in salary, pending final approval of the 2021-2022 budget.  
*Background: New position created to support students and staff as part of the 2021-2022 budget.*
- C. Recommend for approval the employment of Jessica Henline as a School Psychologist/Behavior Specialist, on a "Temporary Professional Contract", effective July 1, 2021, at a salary of Master's +30 – Step 2 (\$59,717), pending final approval of the 2021-2022 budget and the receipt of all required documentation, clearances, and disclosures.  
*Background: Position filled due to administrative transfer.*
- D. Recommend for approval the employment of Melanie Haas, as a Middle School Autism Support teacher, on a "Temporary Professional Contract", effective the start of the 2021-2022 school year, at a salary of Bachelor's – Step 2 (\$49,779), pending receipt of all required documentation, clearances and disclosures.  
*Background: New position created as part of the 2021-2022 budget.*
- E. Recommend for approval the employment of Holly Richmond as a full-time Personal Care Assistant (subject to assignment), at an hourly rate of \$12.63, 6.75 hours/day (10-month position), effective on or about April 26, 2021, pending receipt of all required documentation, clearances and disclosures. Benefits will begin after the 60-day probationary period.  
*Background: Position filled due to resignation.*
- F. Recommend for approval adding the following individual to the ELCO Volunteer listing for the 2020-2021 school year, as listed, (noting all required documentation, clearances, and trainings are on file):
  - 1. Derek Reich

General Services Committee – Mr. Jack Kahl, Chair

*The Board reviewed and discussed the following items:*

- A. Recommend for approval a preventative maintenance proposal from Edwin L. Heim Company in the amount of \$3,490. (Board Attachment)  
*Background: Preventative maintenance on the high school chillers.*

Superintendent's Report

- A. Principal's Reports
  - Jackson - Mrs. Hower
    - Students celebrated International SEL (Social and Emotional Learning) Day on March 26, coordinated by Mrs. Brosius, by making Origami cupcakes, as well as other activities.
  - Fort Zeller - Mr. Lin
    - Read Across America and Battle of the Books competition culminated with author Mac Barnett as the guest announcer via Zoom from California.
  - Intermediate School – Dr. Gerhart
    - Ag Literacy Week begins next week. This week of exciting events was started several years ago and continues again this year with changes due to COVID. Activities include: Moo Cow Monday, Wildlife and Forestry Day, Plant Day, Animal Day, and Mechanics Day. ELCO High School FFA members will participate in the events.
  - Middle School – Mr. Entrekin
    - End-of-the-year activities include course recommendations. Families will receive information when available, including the incoming 6<sup>th</sup> grade class.
  - High School – Mr. Soden
    - End-of-year activities are as follows with guidelines in our Health and Safety Plan and COVID protocols being followed:
      - Transition to in-person learning;
      - Awards programs (athletic, academic, etc.) will be held with limited participation;
      - Art Show will be held virtually with possible in-person Senior Arts Showcase;
      - Prom is being planned for an outdoor event set to take place May 8, with guidelines in place, and will be for Senior Class only, no guests will be permitted;
      - CTC Awards Program will be in-person at the Lebanon Expo Center for students and parents only;
      - Commencement options are being discussed. Plans for Commencement will be announced in the near future.

Mrs. Vicente report:

- Updates from PDE and the CDC were given on social distancing recommendations, which we have adhered to all school year; positive case protocols; recommendations to possible changes to instructional models.
- ELCO Education Foundation will host Meet the Candidate Night on May 11, which will be live streamed with a moderator from the League of Women Voters.

- In the next few weeks, letters will be sent out to local business to participate in round table discussions focused on employment skills for our students, preparing them for the workplace.

Upcoming Dates/Announcements:

April 14, 2021 – 6:00PM, Finance Committee Meeting  
 April 19, 2021 – 6:00PM, Regular Board of Education Meeting  
 April 22, 2021 – 6:00 PM, Curriculum Committee Meeting  
 April 23, 2021 – Act 80 Day (NO students)

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mrs. Noll – Thank you to Mrs. Thorley and her students for the Egg the Yard fundraiser.
- Mr. Kahl – stressed the importance of Meet the Candidate Night sponsored and hosted by the ELCO Education Foundation. The event will take place virtually at the ELCO High School on May 11, from 7 to 8 pm.
- Ms. Stettler – Asked questions about ELCO+ Program.
  - Plans continue to be developed.
  - Mrs. Davis is working with teachers to identify students that will be invited to participate.
  - Classes will be held online and/or in-person.
- Mr. Ondrusek – Expressed support to hold Commencement outdoors.
- Mrs. Gray Hayes – Very excited to see the support of our athletic events, which can be seen as you drive past the school campus and see the number of spectators.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mrs. Noll, seconded by Mrs. Thomas and approved by a Voice vote, all voting Aye, President Kahl adjourned the meeting at 6:55 PM.

Respectfully submitted,

Gloria J. Hill  
 Board Secretary