

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

Regular Board of Education Meeting
District Board Room
Hybrid

April 19, 2021

The Regular 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 Regular Board of Education Session (hybrid – in-person and via Zoom) with President Kahl presiding and Dr. Smith leading the Opening Exercises.

Roll Call

Board Secretary, Gloria Hill, called the roll. The following members were present: Mrs. 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. 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; *David Walker, School Solicitor and *faculty and community residents. (*Individuals attending via Zoom.)

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

- The General Services Committee met at 5:15PM, on April 19, 2021, to discuss the progress of the conversion to public utilities, and to discuss the ongoing High School renovation project.
- Congratulations to Doug Dresch, Director of Buildings and Grounds, who received the Golden Award of Excellence from PASBO!
- Announced the ELCO+ program (summer school opportunities) that will benefit students.
- Nomination of ELCO representative to the Lancaster-Lebanon IU13 Board to serve a 3-year term (July 1, 2021 to June 30, 2024).

Mr. Kahl opened the floor for nominations. Mrs. Thomas nominated Mr. Ondrusek. With no other nominations, Mr. Kahl asked for a motion to close the floor and called for the vote. Mr. Kramer closed the nominations, vote was unanimous, 9-0. Mr. Ondrusek will serve as the ELCO representative to the Lancaster-Lebanon IU13 Board for a 3-year term, July 1, 2021 to June 30, 2024.

Student Council Report – Amanda Smith, Student Council President

Highlights reported included: planning for a virtual Talent Show; annual Spring Lawn Lunch; and gifts to be given to teachers in celebration of Teacher Appreciation Week.

Students of the Month

- Fort Zeller, Kindergarten – Colton Millinder (Mrs. Yocum's PM class) & Olivia Horst (Mrs. Zurick's AM class)
- Jackson, Kindergarten – Anya Coy (Mrs. Marquette's class) & Samuel Shanaman (Mrs. Gray's class)
- Intermediate School – Lorelai Boehler & Tanner Hibshman (Mrs. Shaak's class)
- Middle School – Ayla Zwally & William Wolf
- High School – Ryan Daub, Shae Parham & Abigail Weirback (CTC – Dental)

Students were introduced by their respective principal, highlighting the student's favorite things, fun facts, attributes, goals, most memorable school experience, favorite quotes and future aspirations.

On behalf of the School Board, Mr. Kahl congratulated the students on their achievements and thriving even through a pandemic. He also thanked everyone who had a part in supporting these students, with special thanks to the parents and teachers. Congratulations to the seniors recognized tonight!

Ms. Stettler's attendance noted at 6:23PM via Zoom.

Public Comments – Items On the Agenda

No comments were made.

Approval of Minutes

On a motion by Mrs. Noll, seconded by Mrs. Hayes and approved by Voice vote, all voting Aye, the Minutes of 03-15-2021 and 04-06-2021 were approved.

Approval of Treasurer's Report

On a motion by Dr. Smith, seconded by Mrs. Hayes and approved by Voice vote, all voting Aye, the Treasurer's Report of 03-31-2021 was approved.

CONSENT ITEMS (items discussed on 04-06-2021)

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

Personnel Committee

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

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

NON-CONSENT 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. Noll and approved by Voice vote, all voting Aye, Personnel Items A-P were approved:

- A. Approved a change in the “Letter of Temporary Employment” of Lee Beth Cranmer, current Middle School Language Arts long-term substitute moving to Middle School Social Studies long-term substitute teacher effective April 19, 2021 to June 10, 2021, with current salary and benefits remaining the same.**
Background: Position filled due to permanent teacher on leave of absence.
- B. Approved John Mentzer as Dean of Students at the ELCO High School effective April 26, 2021 to June 11, 2021, at an annual stipend of \$5,000, prorated for the remaining days in the 2020-2021 school year.**
Background: Mr. Soden’s last day is April 23, 2021, and his position will be filled temporarily until a permanent Assistant Principal is hired.
- C. Approved the administrative transfer of Christina Ulrey from Middle School Learning Support teacher 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.
- D. Approved a “Letter of Resignation” from Beth Sanders, Jackson Elementary Food Service employee (10-month position), effective the end of the 2020-2021 school year.**
- E. Approved the employment of Jessica Templin as a full-time Paraprofessional (subject to assignment), at an hourly rate of \$11.26, 7.5 hours/day (10-month position), effective April 21, 2021, pending receipt of all required documentation, clearances and disclosures. Benefits will begin after the 60-day probationary period.**
Background: Position filled due to employee on leave.
- F. Approved the administrative transfer of Sarah Stuart from Kindergarten teacher to Extended Day Kindergarten teacher at Fort Zeller, effective the start of the 2021-2022 school year, with no change in salary, pending final approval of the 2021-2022 budget.**
Background: New position created as part of the 2021-2022 budget.
- G. Approved the administrative transfer of Ashley Titler from Learning Support teacher to Extended Day Kindergarten teacher at Jackson Elementary, effective the start of the 2021-2022 school year, with no change in salary, pending final approval of the 2021-2022 budget.**
Background: New position created as part of the 2021-2022 budget.
- H. Approved a change in the employment status of Stephanie Sheetz from full-time Personal Care Assistant (PCA) to full-time Specialized Paraprofessional, at the rate of \$12.65 per hour, 7.5 hours/day (10-month position, subject to assignment), retroactive to April 15, 2021. Benefits will begin after the 60-day probationary period.**
Background: Position filled due to previous administrative transfer. Miss Sheetz will split her time between Fort Zeller Elementary (AM) and ELCO Intermediate School (PM).
- I. Approved the employment of the following individuals on a “Letter of Temporary Employment” as Technology Support Interns, with start dates as indicated, (pending receipt of all required documentation, clearances and disclosures) at a rate of \$10.25/hour, for a period of 28-32 hours per week (to fulfill the 300 hour program requirement), with no applicable benefits, as listed:**
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. Jordan Gillis – effective May 10, 2021
 2. Kyle Harro – effective May 17, 2021
- J. Approved the following teachers to provide individual Extended School Year (ESY) services at a rate of \$32/hour, during the period of June 14, 2021 to August 5, 2021, as listed:**
Background: These teachers will be providing 1:1 instruction to students that have qualified for ESY services as part of their Individualized Education Program (IEP).
1. Tara Clauss
 2. Melanie Haas
 3. Sherri Newman
 4. Kaila Ober

- K. Approved the following teachers to provide classroom-based Extended School Year (ESY) services at a rate of \$125/day, during the period of June 28, 2021 to July 29, 2021, as listed:**
Background: For the summer of 2021, the district is planning to operate classroom-based programming, instead of sending students to IU13-operated programs.
1. **Melanie Haas**
- L. Approved the following Specialized Paraprofessionals to provide support in classroom-based Extended School Year (ESY) programs at their respective hourly rate, during the period of June 28, 2021 to July 29, 2021, as listed:**
Background: Paraprofessional staff are needed to support district-operated, classroom-based ESY programs during the summer of 2021.
1. **Caitlin Lucas**
 2. **Tracy Wesley**
- M. Approved the following individuals to serve as Specialized Paraprofessionals for classroom-based Extended School Year (ESY) programs at the hourly rates listed, during the specified time period.**
Background: Paraprofessional staff are needed to support district-operated, classroom-based ESY programs during the summer of 2021.
1. **Sherry Brown - \$14.30/hour (June 21, 2021 – July 22, 2021)**
 2. **Melanie Kauffman - \$12.32/hour (June 28, 2021 – July 29, 2021)**
- N. Approved the employment of Aidan Heck as a student summer maintenance employee at an hourly rate of \$8.60, effective on or about June 14, 2021 (pending receipt of all required documentation).**
Background: Position is seasonal.
- O. Approved the following individual as new van driver, noting drivers are directly employed by Brightbill Transportation Company.**
1. **Nathaniel Longenecker – new van driver**
- P. Approved 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. **Nancy Ward**
 2. **Richard Speraw, Jr.**
 3. **Jessica Hartman**
 4. **Jeffrey Horst**
 5. **Jodi Horst**
 6. **Richelle Sites**
 7. **Maria Helwig**
 8. **Lisa Whitmoyer**
 9. **Melissa Gettler**
 10. **Daryl Grumbine**

Policy Committee – Ms. Erin Stettler, Chair

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

- A. Approved revisions to the following Board Policies, 2nd 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

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

On a motion by Mr. Kahl, seconded by Mrs. Thomas and approved by Voice vote, all voting Aye, General Services Items A-B were approved:

- A. Approved an RFP response from Spherion Staffing Services for supplemental janitorial services in the amount of \$22.875 per hour for custodial services.**

Background: The services will be used at the High School, Middle School, and Intermediate School for approximately 8 hours/day per building. Spherion may also be used to provide custodial subs as needed.

- B. Approved a proposal from Houck to repair a leak in the High School band room wall flashing at a cost of \$14,027.**

Background: This will be paid out of the Buildings & Grounds general fund budget and is a COSTARS contract, #008-454.

Finance Committee – Mrs. Tracy Hayes, Chair

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

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

- A. Approved payment of bills as found listed and attached to the April 19, 2021 Board Agenda, for payments made in the amounts indicated: (Board Attachment)**

General Fund payments in the amount of	\$3,936,762.56
Cafeteria Fund payments in the amount of	\$19,844.80
Capital Reserve Fund payments in the amount of	\$25,416.40
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$126,058.78
Student Activity payments in the amount of	\$1,552.97

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

- C. Approved a contract proposal from Music Theatre International to secure the rights for the 2022 High School Musical. (Board Attachment)**

Background: Proposal includes a request for the performance license as well as the limited streaming rights at no additional cost.

Superintendent's Report

A. Principal's Reports

- Jackson, Mrs. Hower
 - Jackson Elementary will hold their last event for Kindergarten students and families, which will include games, read-a-louds, and a scavenger hunt, noting all safety protocols will be in place.
- Fort Zeller, Mr. Lin
 - Shared information on the first outdoor Book Fair by the PTO, which was a success. All safety protocols and guidelines were in place during the 2-day event. All students were given the opportunity to attend. Special thanks were made to the Millcreek Lutheran Church allowing the parent volunteers use of their facilities, and to the anonymous donor giving monies to the PTO, allowing all students the opportunity to receive a book from the Book Fair.
- Intermediate School, Dr. Gerhart
 - Gave a recap of Ag Week held recently. The event was a huge success! Thank you to our high school students who helped in the planning; attention to detail and lesson plans were phenomenal. The event took place virtually and showcased ways for students to be involved in many Ag opportunities.
- Middle School, Mr. Entrekin
 - Students were back 4 days/week beginning April 6. Kudos to faculty and staff for their efforts.

- During the first Wednesday in-person remediation learning opportunity, students were given time to complete assignments, as well as receive extra instruction/tutoring.
- Students are excited for their next opportunity to receive “Golden Tickets” for achievements. Incentives are in place for students, adding extra encouragement for students to meet goals.
- High School, Ms. Haas
 - Gave update on year-end events.
 - Senior class officers and Ms. Haas met to plan events and survey seniors for a Prom event and details of Commencement.
 - Options were part of the survey to all senior students.
 - Letters went out to senior parents as well.
 - Survey will close within the week.
 - Finalized plans will be communicated to students, parents and the community.
- Mrs. Vicente - Date Saver will be placed on the website, with details to follow on Commencement for 2021.

Mrs. Davis shared info on the ELCO+ program for the summer of 2021, and Spring Assessment testing plans being developed.

- ELCO+ Program:
 - Support for students who have gaps in learning
 - Continue to connect with students, meeting their social and emotional needs
 - ESSER II Funds will be used
 - Elementary Level
 - SPA Program will continue
 - K-5 summer school opportunity for in-person instruction
 - Students will be grouped by grade level with small group instruction, differentiated instruction, and will have recess breaks
 - Secondary Level
 - Major change – switch to a competency-based model
 - Individualized learning path based on pre-assessment
 - Teachers will be available for in-person instruction and tutoring
 - Job posting is on the website seeking teachers needed
 - Potential for Lebanon Valley College student support (pre-service teachers)
 - In-person requirements are still in the planning stages
- Spring Assessments update:
 - PSSA and Keystone exams were not given last spring due to COVID
 - Window for testing was extended to September 30, 2021 by PDE
 - No capability to test remotely; students must be in-person in the building
 - No opt-out except for religious exemptions are stated in letter to parents
 - Testing must include students learning synchronously and in Virtual Academy
 - Online students may leave after testing is complete
 - Online students will be separated from in-person students for testing
 - Opportunity to Learn Survey will be discussed at the next Curriculum Committee Meeting
- PSSA Testing
 - Middle School – scheduled to take place, May 4, 5, 6, 11, 13, 18, 20
 - Intermediate School – scheduled to take place, April 27, 29, May 4, 5, 11, 12
 - Modified schedules will be put into place
 - Practice runs will be given at the IS for 3rd and 4th grades
 - Safety practices will be in place for distribution of the test
- Keystone Testing
 - Middle School – scheduled to take place, June 2, 3
 - High School – scheduled to take place, May 18, 19, 20
 - Students taking the Keystone tests will be in school; all other students will do asynchronous learning to allow for space and safety protocols

Mrs. Vicente reported:

- Naming of the new Assistant Executive Director of the IU13 – Matthew Stem, current PA Deputy Secretary of Education
- Lucy Bickel, won recent competition for layout design and will move on to the National competition
- ELCO Rotary – connection between LebTown and our Yearbook staff
- David Rhoads – named “Custodian of the Month”

- Georgia Martin – was recognized by the Daughters of the Revolution in a recent edition of LebTown
- Special thanks to our Administrative Assistants this week as we celebrate Administrative Professionals' Day on Wednesday, April 21.

Upcoming Dates/Announcements:

April 22, 2021 – 6:00 PM, Curriculum Committee Meeting
April 23, 2021 – Act 80 Day (NO students)
May 3, 2021 – 6:00 PM, Committee-of-the-Whole Board of Education Meeting

Public Comments – Items On/Off the Agenda

- NO comments were made.

Board Announcements/Comments

- Mrs. Thomas – Kudos to students Lucy Bickel and Georgia Martin; Ms. Haas will relay thanks to the students in the Ag Department for their efforts during Virtual Ag Week at the Intermediate School.
- Mr. Kahl – Congratulations to Georgia Martin and her appointment to the US Naval Academy; thanked others who assisted with the mock interview helping Georgia during the process of applying to the academy.
- Mrs. Noll – Kudos to Jon Bickel and work of the 9th grade class with this year's virtual Veterans' History Project.
- Mr. Ondrusek – Congratulations to Lucy Bickel!
- Mrs. Hayes – The outside events held at Fort Zeller and Jackson are wonderful, creative and engaging! Middle School, Thank You for moving forward with the Induction ceremony for students, both this year and last year, to the National Junior Honor Society!
- Mr. Kahl – Reminder for upcoming event sponsored by the ELCO Education Foundation – Board Candidate Night on May 11.

Old Business

- NO Old Business was reported.

New Business

- NO New Business was reported.

Adjournment

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

Respectfully submitted,

Gloria J. Hill
Board Secretary