

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

Committee-of-the-Whole Board of Education Meeting  
District Board Room  
Hybrid

April 4, 2022

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Tom Ferrari at 6:00 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 Tom Ferrari presiding.

Mr. Ferrari noted the District is audio recording the meeting and the audio recording will be posted to the district website. Mr. Ferrari also inquired if anyone in attendance was recording the meeting; no one in attendance indicated audio recording the meeting.

A Moment of Silent Mediation was observed, which is optional for attendees.

The Pledge of Allegiance was led by Mr. Zeigler.

#### Roll Call

Board Secretary, Gloria Hill called the roll. The following members were present: Mrs. Kantner, Mrs. Moyer, Mrs. Noll, Ms. Schaeffer; and Messer's Ferrari, Kahl, Kramer, Ondrusek and Ziegler. Also, in attendance were the following from the administrative team: Mrs. Vicente, Dr. Davis, Ms. Haas, Mr. Deane, Dr. Gerhart, ~~Mrs. Hower, Mr. Lin~~, Mr. Breeden, Mrs. Lutz, Mrs. Shoemaker, Mr. Sweigart, Mrs. Himmelreich, Mr. Miller, Mr. Boltz, Mr. Dresch; Gloria Hill, Board Secretary; David Walker, Solicitor; and faculty/staff and community members (in-person and Zoom).

#### Board President Communications

- The Board met in an Executive Session April 4, 2022, at 5:00pm, for the purpose of discussing matters involving confidential personnel items, and terms and conditions of employment.
- Clarification of the changes to the agenda.
- Changes to Board Committee appointments:
  - Megan Schaeffer from Policy to Curriculum
  - Howard Kramer from Curriculum to Policy
  - Ray Ondrusek will remain on Policy
  - Howard Kramer appointed as Chair of the Policy Committee

#### Board Committee & Rep Reports

- Personnel Committee – Mrs. Moyer
  - No report at this time.
- Curriculum Committee – Mrs. Kantner
  - Met on March 12, 2022, with motion for recommendation and approval on tonight's agenda.
- Technology Committee – Mrs. Noll
  - No meeting is scheduled at this time.
- General Services Committee – Mr. Ziegler
  - Renovation project bids are out.
- Finance Committee – Mr. Kahl
  - The committee met March 16, 2022, with discussion on the upcoming budget, and audit contract and extension.

- The next meeting is scheduled to take place on April 27, 2022, at 5:15pm.
- IU13 Rep Report – Mr. Ondrusek
  - During the March meeting, a surprise retirement celebration was held for Dr. Barnhart in appreciation for his years of service and leadership.
  - The next meeting will be held on April 13, 2022.
- PSBA Rep Report – Mrs. Moyer
  - Updates given on both House and Senate Bills.
- CTC Rep Report – Mr. Ziegler
  - 701 applications have been received for the 2022-2023 school year.
  - Budget discussion.
  - Pilot program.
- Lebanon Co. Tax Collection Rep Report – Mr. Kramer
  - No report.
- ELCO Education Foundation – Ms. Schaeffer
  - Blue & Gold benefit fundraiser.
  - Grant applications will be announced in June.
  - Website was established and linked to the ELCO website.
  - Next meeting is May 11, 2022, at noon.

#### Public Comments – Items On the Agenda

- No comments were made.

### **ACTION ITEMS**

#### **Personnel Committee – Mrs. Rachel Moyer, Chair**

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

On a motion by Mrs. Moyer, seconded by Ms. Scheaffer and approved by Voice vote, all voting Aye, Personnel items A – J, were approved:

- A. Approved a request from Suzanne Lucky, 2<sup>nd</sup> grade teacher at Fort Zeller, rescinding her approved sabbatical for the fall semester of the 2022-2023 school year.**
- B. Accepted a “Letter of Retirement” from Donna Fornwalt, Building Nurse at Fort Zeller, effective August 15, 2022.**
- C. Approved the employment of Jessica Fulk as a part-time cafeteria employee (subject to assignment), at an hourly rate of \$11.35, 5 hours/day (10-month position), effective on or about April 25, 2022, pending receipt of all required documentation, clearances, and disclosures. This position does not include benefits.**  
*Background: Position filled due to resignation.*
- D. Approved the employment of Lindsay Dries as an ELCO Intermediate School Reading Specialist on a “Professional Contract” at a salary of Master’s – Step 13, effective the 2022-2023 school year, pending receipt of all required documentation, clearances, and disclosures.**  
*Background: Position filled due to administrative transfer.*
- E. Approved a trip/travel request from Charles Gerberich and 2 to 4 students of the Soap Box Derby Club, to travel and participate in the Soap Box Derby’s Gravity Racing Challenge, STEM Team Competition, to be held in Akron, Ohio, May 11, 2022.**  
*Background: Trip costs for the one-day trip were raised by the Soap Box Derby Club.*

- F. Approved a trip/travel request from Lucas Sandoe, FFA Advisor, and 16 FFA students to travel and participate in the FFA State Convention, to be held at Penn State University, State College, PA, June 7-9, 2022.

*Background: This is an annual event with costs budgeted.*

- G. Approved a trip/travel request from Martha Good to travel and attend the Human Geography Advanced Placement Summer Institute to be held June 21-24, 2022, at Carleton College, Northfield, MN.

*Background: Individual will receive training for the implementation of the new AP course offered the 2022-2023 school year. Cost of trip is budgeted.*

- H. Approved adding the following individuals to the ELCO sub listing for the 2021-2022 school year, pending receipt of all required documentation, clearances, and disclosures, as listed:

1. Mitchell Gray – Para sub
2. Tina Putt, LPN - Nurse sub

- I. Approved the following individual as a new driver, noting all drivers are employed directly through Brightbill Transportation, as listed:

1. Louis Dalzon

- J. Approved adding the following individuals to the ELCO Volunteer listing for the 2021-2022 school year, as listed, (noting all required documentation, clearances, and trainings are on file):

1. Cabrielle Zartman
2. Walesca Weister
3. Kaitlyn Martens
4. Jessica Galzarano
5. Laura Whitman
6. Stephanie Ebling
7. Jennifer Firestine
8. Kelly Newswanger
9. Kristen Keener
10. Colleena Torres
11. Terry Gerhart, Jr.
12. Autumn Gettle
13. Justin Bollinger
14. Dorene Byler
15. Nicole Williams
16. Nicole Sites
17. Holliann Zimmerman
18. Julie Saul

#### Curriculum Committee – Mrs. Bonnie Kantner, Chair

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

- A. Approved an agreement with Lightspeed Systems for the software, CatchOn, for a pro-rated discounted cost of \$1,495.00 (technology budgetary funds to be used) for the remainder of the 2021-22 school term and a one-year contract beginning on July 1 for the 2022-23 school term at a cost of \$7,475.00 (budgeted for next school term). (Board Attachment)

*Background: CatchOn is used to help align online resources with curricular goals, to improve monitoring to ensure privacy and safety, to provide transparency of usage, and be able to conduct a cost analysis on purchases.*

### **General Services Committee – Mr. David Ziegler, Chair**

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

- A. Approved Change Order request from A.H. Moyer, Inc., to the public utilities project to purchase 7 Domestic Water Booster Pumps for \$34,410. (Board Attachment)**

*Background: This change order is needed now to avoid a price increase and a long lead time from the supplier. The install work will be completed when school is out of session. The pumps will provide constant water pressure to the campus buildings. The District's current pumps are end-of-life and in constant state of needing repair. The change order includes one spare pump.*

### **Finance Committee – Mr. Jack Kahl, Chair**

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

On a motion by Mr. Kahl, seconded by Ms. Schaeffer and approved by Voice vote, all voting Aye, Finance Items A-C, were approved:

- A. Approved Barbacane, Thornton & Company, LLP, as the local auditor beginning July 1, 2021, through June 30, 2024, as per the original Audit Services RFP and engagement letter extension. Rates for the contract are as listed below:**

- 2021-22 - \$20,500 (same fee as 2020-21)
- 2022-23 - \$22,500
- 2023-24 - \$24,300

*Background: This extends the original contract an additional three years. There may be additional fees beyond the scope of an annual audit, such as preparing a Comprehensive Annual Financial Report, that will be presented to the board as needed.*

- B. Approved an agreement with Central Susquehanna Intermediate Unit (CSIU) to provide computer service for Fund Accounting module, Payroll module, and Personnel module for the period of July 1, 2022, to June 30, 2023, at a cost of approximately \$26,000. (Board Attachment)**

*Background: Cost is billed per student and the agreement price is estimated for next year. This is an annual license renewal.*

- C. Approved a contract proposal from Music Theatre International to secure the rights for the 2023 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.*

### **NON-ACTION ITEMS**

#### **Personnel Committee – Mrs. Rachel Moyer, Chair**

*The Board reviewed and discussed the following item:*

- A. Recommend for approval a trip request from Kelsey Thorley, Kristi Fields, and the ELCO Girls' Field Hockey Team, to travel and attend Team Camp in Cape Henlopen State Park, July 21-24, 2022.**  
*Background: There are no costs to the district.*

#### **Curriculum Committee – Mrs. Bonnie Kantner, Chair**

*The Board reviewed and discussed the following item:*

- A. Recommend for approval a Contract for Services with IU13 to provide 4 days of K-12 Science Professional Development during the Summer of 2022. (Board Attachment)

### Superintendent's Report

Mrs. Vicente reported on the following items:

#### Upcoming Dates/Announcements:

- Tuesday – April 5, 2022, 3:00pm – Turf Groundbreaking
- Tuesday, April 5, 2022, 7:00pm - Induction Program for La Société Honoraire de Français & Sociedad Honoraria Hispánica
- Thursday – Tuesday, April 14-19, 2022 – NO School, closed for Spring Break
- Wednesday, April 20, 2022, 6:00pm – Regular Board of Education Meeting
- Wednesday, April 27, 2022, 5:15pm – Finance Committee Meeting

#### • Principal Reports

- Ms. Jennifer Haas – ELCO High School
  - Update given on course selection requests.
  - FFA Awards Ceremony was held March 29, 2022.
  - Ag Literacy Week occurs April 4-8, with high school students participating and going out to elementary buildings.
  - French and Spanish Honor Society's holding a joint Induction ceremony on April 5, 2022.
- Mr. Jason Deane – ELCO Middle School
  - Student Appreciation Week, events are planned each day to promote positive morale, which is sponsored by the Student Council.
  - New raised garden beds were provided by the Grumbine family, which will be maintained by students. Fresh vegetables will be used in the cafeteria.
- Dr. Michael Gerhart – ELCO Intermediate School
  - Reading Olympics – competition results.
  - Ag Literacy Week sponsored by our ELCO FFA – events were organized by high school FFA students, both in-person and virtually.
- Mrs. Vicente for Mrs. Tam Hower – Jackson Elementary School
  - March Madness ended with a Book Bash. The winning book was The Gingerbread Man Loose at the Zoo. Glow dance parties were held for the lucky winners completing their book challenge.
- Mrs. Vicente for Mr. Steven Lin – Fort Zeller Elementary School
  - Helping Hearts Challenge resulted in over 1,406 canned goods donated to the Lebanon Food Bank and ELCO Food Pantry.
  - PTO sponsored the 2<sup>nd</sup> Book Fair of the year.

A new OWL was used at Board Meeting providing quality audio capabilities for the public. The next Parent Advisory Meeting will be held on Thursday, April 7, 2022.

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

- No comments were made.

### Board Announcements/Comments

- Mr. Kahl – commented on the Blue & Gold benefit event to support the ELCO Educational Foundation; and the copy of PSBA's 2022 State of Education booklet distributed to all board members.
- Ms. Schaeffer – commented on Middle School activities – Envirothon; Student Council attending conference at Red Lion; congratulations to the Middle School students selected to represent ELCO at LLMEA's Junior County Band.

- Mrs. Noll – commented on FBLA competition taking place next week.
- Mrs. Kantner – Congratulations to Dr. Davis for receiving the 2022 President’s Award from Pennsylvania ASCD.
- Mrs. Moyer – commented on FFA’s Annual Award Ceremony; and congratulations to Mr. Ziegler being named Honorary Member of FFA.
- Mr. Ferrari – also commented on the FFA Award Ceremony; congratulations to Dr. Davis; and the PSBA 2022 State of Education booklet.

#### Old Business

- No Old Business was discussed.

#### New Business

- Mr. Ondrusek addressed Mr. Ferrari regarding the changes to committee appointments, stating this is in violation of Policy 005.
- Discussion took place with Mr. Ferrari asking for the opinion of the School Solicitor in attendance.
- The matter was turned over to the School Solicitor for advisement.

#### Adjournment

On a motion by Mr. Kahl, seconded by Mrs. Noll and approved by a Voice vote, all voting Aye, President Ferrari adjourned the meeting at 6:49pm.

Respectfully submitted,

Gloria J. Hill  
Board Secretary