

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

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

May 2, 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 Ms Schaeffer.

#### 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

- Welcomed everyone attending.
- General Services Committee met at 5:00pm, May 2, 2022, to discuss the High School roofing project, tractor purchase, and change order approvals.
- Clarification of changes/additions to the agenda were restated.
- Teacher Appreciation Week – Thank you to our ELCO teachers! Encouraged everyone to say 'Thank You' to a teacher.
- ELCO Foundation Fundraiser was a great event. Thanks to everyone involved!

#### Presentation

2022-2023 Proposed Final Budget – Mr. Michael Miller, Business Manager

#### Board Committee & Rep Reports

- Personnel Committee – Mrs. Moyer
  - A next meeting will be held Thursday, May 12, 2022, at 6:00pm.
- Curriculum Committee – Mrs. Kantner
  - The next meeting will be held May 5, 2022, at 6:00pm.
- Technology Committee – Mrs. Noll
  - No meeting is scheduled at this time. Email will be sent to Committee members with information to review.
- General Services Committee – Mr. Ziegler

- The next meeting will be held on Thursday, May 19, 2022, to review bids.
- Items on the agenda for review and recommendation for approval.
- Finance Committee – Mr. Kahl
  - The committee met April 27, 2022, to discuss the final proposed 2022-2023 budget.
  - Discussion on bond and investment plan occurred.
  - The next meeting is scheduled to take place on May 19, 2022. However, due to another conflict the meeting might be cancelled.
- IU13 Rep Report – Mr. Ondrusek
  - Was unable to attend the last meeting on April 13, 2022. The next meeting will be held May 18, 2022.
- PSBA Rep Report – Mrs. Moyer
  - Reported on Advocacy Day held and attended on April 25, 2022, at the State Capitol. Many school board members throughout the State attended.
  - Information reported on Bill to be introduced on Financial Literacy.
- CTC Rep Report – Mr. Ziegler
  - NOCTI testing for skilled labor credentials and certifications is being completed.
  - CTC 2022-2023 Budget for review by school district. ELCO board will vote on May 16, 2022.
- Lebanon Co. Tax Collection Rep Report – Mr. Kramer
  - No report.
- ELCO Education Foundation – Ms. Schaeffer
  - Blue & Gold benefit fundraiser was held raising approximately \$30 thousand dollars. Thank you for the community support and the many individuals involved making the event successful!
  - Next meeting is May 11, 2022, at noon.

Mr. Ferrari requested anyone in attendance to indicate if they were recording (audio or video) the meeting. No one attending (in-person or via Zoom) acknowledged recorded the meeting.

#### 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 Mr. Kahl and approved by Voice vote, all voting Aye, Personnel items A – K, were approved:

- A. Accepted a “Letter of Retirement” from Georgina Beck, full-time Food Services employee, effective June 7, 2022.**
- B. Accepted a “Letter of Resignation” from Laura Shifflett, School Psychologist, effective June 30, 2022.**
- C. Accepted a “Letter of Resignation” from Steven Lin, Fort Zeller Elementary Principal, effective June 30, 2022.**
- D. Approved the employment of Ann Leaman as a full-time Specialized Paraprofessional (subject to assignment) at an hourly rate of \$14.70, 7.5 hours/day (10-month position), effective the start of the 2022-2023 school year, pending receipt of all required documentation, clearances, and disclosures. Benefits will begin after the 60-day probationary period. Mrs. Leaman will be supporting Extended School Year (ESY) from June 27, 2022**

through July 28, 2022. Additionally, Mrs. Leaman will be attending required professional development August 8-11, 2022, and will receive compensation for participation.

*Background: New position as a result of student need. NOTE – hourly rate will increase July 1, 2022, per approval of the 2022-2023 budget.*

- E. Approved the following individuals as Summer 2022 SPA teachers at a rate of \$135 per day, as listed.

1. Alysha Burkholder
2. Kristi Gettle
3. Kaloni Doll
4. Karen Mohn

- F. Approved the following individuals as Summer 2022 ELCO+ summer school teachers at a rate of \$135 per day, as listed.

1. Michelle Altland
2. Michele Angstadt
3. Randy Beck
4. Jennifer Behney
5. Kelly Espenshade
6. Beth Fachling
7. Jennifer Martin
8. Chad Miller
9. Elisabeth Putt
10. Corinne Shaak
11. Alexis Thomas

- G. Approved the following teachers to provide *individualized* Extended School Year (ESY) services at their individual per diem hourly rate, during the period of June 13, 2022, through August 11, 2022, as listed:

*Background: The teachers listed will be providing direct instruction on an individualized basis to students that have qualified for ESY services as outlined in their IEP. Compensation is in accordance with the Memorandum of Understanding (MOU) between the District and the Eastern Lebanon County Education Association (ELCEA) dated February 17, 2022.*

1. Alysha Burkholder
2. Christina Ulrey

- H. Approved the following Specialized Paraprofessionals to support *classroom-based* Extended School Year (ESY) programs at their individual hourly rates, during the specified time period, as listed:

*Background: Paraprofessional staff are needed to support District-operated, classroom-based ESY programs during the Summer 2022.*

1. Maria Fisher – June 20, 2022 – July 21, 2022
2. Danielle Reber – June 20, 2022 – July 21, 2022
3. Danelle Burkholder – June 20, 2022 – July 21, 2022
4. Sherry Brown – June 27, 2022 – July 28, 2022
5. Danielle Ebersole – June 27, 2022 – July 28, 2022
6. Jaynili Negron Polanco – June 27, 2022 – July 28, 2022
7. Caitlin Lucas – June 27, 2022 – July 28, 2022
8. Stephanie Sheetz – June 27, 2022 – July 28, 2022
9. Ann Leaman – June 27, 2022 – July 28, 2022
10. Tracy Wesley – June 27, 2022 – July 28, 2022
11. Kelly Stephenson – June 27, 2022 – July 28, 2022
12. Melissa Geibe – June 27, 2022 – July 28, 2022
13. Billie-Jean Martin – June 27, 2022 – July 28, 2022
14. Leann Clark – June 27, 2022 – July 28, 2022
15. Debra Blouch – June 27, 2022 – July 28, 2022

- I. **Approved Melanie Kauffman to serve as a Specialized Paraprofessional for classroom-based Extended School Year (ESY) programming at an hourly rate of \$13.12 from June 20, 2022, through July 21, 2022.**

*Background: Mrs. Kauffman is currently a Personal Care Assistant. This is a temporary hourly rate adjustment reflecting the additional responsibilities as a Specialized Paraprofessional.*

- J. **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. **Kathryn Linn – Teacher Sub per Act 86 of 2016**

- K. **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):**

Dave Noyes	Shane Kelley	Jason Boyer	Vanessa Henson	Leesa Putt
Ryan Ness	Earl Ward III	Jennifer Boyer	Hannah Linton	Jessica Berkheimer
Chelsea Lutz	Terrence Faust	Miranda Vincent	Ashley Klick	Lori Leonard
Eric Walker	Christina Getz	Shawnta Fladd		

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

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

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

- A. **Moved that the School Board offers for dedication the public water main extension and related facilities that were constructed for ELCO by A. H. Moyer, Inc., that is located within the right-of-way on lands of J. K. & B., Inc., on the west side of Route 501, to the Myerstown Water Authority; and further authorizes the President and Secretary to sign the Deed of Dedication and transmit the same to the Myerstown Water Authority in fulfillment of the requirements in the Contract for Municipal Water Service dated 8/19/2020. (Board Attachment)**

*Background: This is a customary practice when a Township, Borough, County or Authority takes ownership of improvements constructed by a developer. In this case, ELCO is the “developer” which extended the public water line on Wenger’s property on the west side of Route 501.*

- B. **Approved a proposal from Weatherproofing Technologies (Tremco), Inc., for ELCO High School Roof Restoration including alternate #1 for new stainless steel counterflashing at a cost of \$1,272,487.43. (Board Attachment)**

*Background: This is a KPN contract, #KPN-A-202012-04, and includes a 30-year warranty. The project will be paid out of bond proceeds.*

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

On a motion by Mr. Kahl, seconded by Mrs. Noll and approved by Roll Call vote, 9-0, Item A, was approved:

#### **Roll Call Vote:**

Mr. Kahl – Aye  
 Mrs. Kantner – Aye  
 Mrs. Noll – Aye  
 Ms. Schaeffer – Aye  
 Mr. Kramer – Aye  
 Mr. Ziegler – Aye  
 Mrs. Moyer – Aye

Mr. Ondrusek – Aye

Mr. Ferrari – Aye

**A. Approved the Proposed Final 2022-2023 ELCO School District General Fund Budget. (Roll Call Vote, Board Attachment)**

**NON-ACTION ITEMS**

Personnel Committee – Mrs. Rachel Moyer, Chair

*The Board reviewed and discussed the following items:*

- A. Recommend for approval the employment of the following individuals, pending receipt of all required documentation, clearances, and disclosures, as Summer 2022 ELCO+ summer school teachers, at a daily rate of \$135, as listed:
  1. Caitlin Cressman
  2. Emily Stanley
  3. Erika VanTries
  
- B. Recommend for approval the following individuals as Summer 2022 SPA paraprofessionals at a daily rate of \$55, as listed:
  1. Sydnie Donnachie
  2. Mary Gassert
  3. Beverly Graham
  
- C. Recommend for approval the following individuals as Summer 2022 ELCO+ summer paraprofessionals at a daily rate of \$55, as listed:
  1. Sarah Blakeslee
  2. Erica Fisher
  3. Molly Gray
  4. Michelle Hitz
  5. Maureen McGuire
  
- D. Recommend for approval the employment of the following individuals, pending receipt of all required documentation, clearances, and disclosures, as Summer ELCO+ summer school paraprofessionals at a daily rate of \$55, as listed:
  1. Ethan Balderrama
  2. Amelia Fair
  3. Jennifer Walker
  
- E. Recommend for approval the change in the employment status of Jessica Templin *from* part-time Paraprofessional *to* full-time Paraprofessional, with no change in hourly rate, 7.5 hours/day (10-month position), effective the start of the 2022-2023 school year. All documentation, clearances, and disclosures are on file. Benefits will begin effective the start of the 2022-2023 school year as a result of previous employment with the District.  
*Background: Position filled due to resignation.*
  
- F. Recommend for approval the employment of Ashley Christman as a part-time Paraprofessional (subject to assignment), at an hourly rate of \$10.50, 3.0 hours/day, three days per week (10-month position), effective the start of the 2022-2023 school year pending receipt of all required documentation, clearances, and disclosures. This position does not include benefits. Ms. Christman will be attending required professional development August 8-11, 2022, and will receive compensation for participation.  
*Background: Position filled due to realignment of staff for the 2022-2023 school year. NOTE – hourly rate will increase July 1, 2022, per approval of the 2022-2023 budget.*

Curriculum Committee – Mrs. Bonnie Kantner, Chair

*The Board reviewed and discussed the following item:*

- A. Recommend for approval the ELCO Agriculture Occupational Advisory Meeting Minutes of April 6, 2022. (Board Attachment)

Finance Committee – Mr. Jack Kahl, Chair

*The Board reviewed and discussed the following items:*

- A. Recommend for approval breakfast and lunch prices for the 2022-2023 school year, as listed:
 

Elementary (K-5):	\$1.80 for breakfast; \$2.80 for lunch
Secondary (6-12):	\$1.95 for breakfast; \$3.00 for lunch
Adult:	\$2.80 for breakfast; \$5.00 for lunch
- B. Recommend for approval PSBA membership renewal for the 2022-2023 school year at a cost of \$15,642.70. (Board Attachment)  
*Background: Annual membership renewal.*
- C. Recommend for approval the 2022-2023 Lebanon County CTC Budget (Roll Call Vote, Board Attachment).  
*Background: The 2022-2023 CTC Budget reflects an increase of 3.77% or \$32,320 for the ELCO School District.*

Superintendent's Report

Mrs. Vicente reported on the following:

Upcoming Dates/Announcements:

- Thursday, May 5, 2022 – 6:00pm – Curriculum Committee Meeting
- Thursday, May 12, 2022 – 5:00pm – General Services Committee Meeting (rescheduled)
- Thursday, May 12, 2022 – 6:00pm – Personnel Committee Meeting
- Monday, May 16, 2022 – 6:00pm – Regular Board of Education Meeting
- Thursday, May 19, 2022 – 5:15pm – Finance Committee Meeting (cancelled)
- Thursday, May 19, 2022 – 5:00pm – General Services Committee Meeting
- Monday, May 23, 2022 – 6:00pm – Special Board of Education Meeting
- Monday, May 30, 2022 – NO School in observance of Memorial Day

Concerts/Programs:

- Tuesday, May 3, 2022 – 7:00pm – Middle School Spring Concert in the HS Auditorium
- Thursday, May 5, 2022 – 7:00pm – Intermediate School Spring Concert in the HS Auditorium
- Friday, May 20, 2022 – 7:00pm – IS Spring Musical
- Saturday, May 21, 2022 – 1:00pm & 7:00pm – IS Spring Musical
- Tuesday, May 24, 2022 – 5:00pm – 8:00pm - District Art Show at the High School
- Wednesday, May 25, 2022 – High School Awards Program
- Thursday, May 26, 2022 – CTC Certificate and Awards Program

- Principal Reports

- Ms. Jennifer Haas – ELCO High School
  - Congratulations to the Music Department for another successful Spring concert under the direction of Mr. & Mrs. Fair.
  - Lucy Bickel was announced as the winner of the “Center for Traffic Safety” Billboard Design Contest. A media event will be held on May 4<sup>th</sup> at 2:00pm at the billboard site located at 501 North and Sinclair Road.
  - AP exams are beginning.
  - AP research students completed their second to last phase of the AP Capstone Program.
- Mr. Jason Deane – ELCO Middle School

- PSSA testing had a successful first week. Thanks to the Tech Department for their support!
- The Middle School NJHS sponsored the first dance of the year, with a fantastic turn out. 50% of the student body attended.
- Middle School Spring Concert will be held May 3, 2022, at the High School.
- Dr. Michael Gerhart – ELCO Intermediate School
  - Spring Concert will be held on May 5, 2022, at the High School.
  - PTO Assembly featured magician, Brian Curry, to celebrate English Language Arts.
  - PTO celebrating Teacher/Staff Appreciation Week with special recognition the week of May 2<sup>nd</sup>.
- Mrs. Tam Hower – Jackson Elementary School
  - ACES Day – Celebration on May 4<sup>th</sup>, “**All Children Exercising Simultaneously**” – students and staff will gather on the field and walk together, encouraging students to disconnect from video games and iPads.
  - Piñata Prom-enade will be held on May 6<sup>th</sup> with DJ Rich spinning tunes and ELCO Food Services will provide Mexican themed snacks and appetizers for students and guests.
  - Melissa Rambler was chosen as the 2022 Highmark Foundation Advancing Excellence in School Nursing Award in the School Nursing Practice & Leadership Award category. A press release will be issued on National School Nurses’ Day, May 11<sup>th</sup>. Congratulations!
- Mr. Steven Lin – Fort Zeller Elementary School
  - Family Literacy Night was held with help from K-5 teachers and ELCO staff, making an enjoyable evening celebrating reading. Special thanks to the Middle School for hosting the event, to Mrs. Faust, Mrs. Longenecker and the Reading teams at Jackson and the IS, for spearheading the evening. Special guests for the evening were author, Jonathan Stutzman and illustrator, Heather Fox. It was a successful evening enjoyed by everyone attending and participating.
  - Thanked the school board for the kind comments conveyed with his tenure coming to an end. Also thanked Mrs. Vicente for giving him the opportunity to serve as a principal at ELCO, and the school board for their support.

Mrs. Vicente also shared the following:

- Shared an email received from a staff member expressing their appreciation to the administration, faculty and staff members for their continued support of the Family Literacy Night, which was a huge success.
- Annual Business Partners Breakfast – students recognized for winning essays. Thanks to Laurabeth Kapp, teacher/advisor, attending the event.
- Teacher/Staff Appreciation Week – thank you to our teachers and staff! Challenged the school board to send a note to a teacher or staff member (current and/or past) expressing the impact they have had on you or your family.

Mr. Ferrari – thanked Ms. Haas for the email sent to all senior parents with the details on graduation; and expressed thanks to his children’s teachers at ELCO.

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

- Amber Weaver, resident – post placed within the ELCO Foundation website, Alumni page, regarding Teacher Appreciation Week. Many comments have been made expressing thanks to ELCO teachers.

#### Board Announcements/Comments

- Ms. Schaeffer – Congratulations to our High School teacher, Martha Good, earning her Doctorate degree!
- Mr. Ondrusek – commented on the ACES program at Jackson, which is a brilliant idea, encouraging children to get outside and away from screen time.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mr. Ziegler, seconded by Mr. Kahl and approved by a Voice vote, all voting Aye, President Ferrari adjourned the meeting at 7:34pm.

Respectfully submitted,

Gloria J. Hill  
Board Secretary