

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

Regular Board of Education Meeting
ELCO High School Library

June 9, 2014

The Regular Board of Education Meeting was called to order by Acting President Bernard at 6:05 p.m.

The Eastern Lebanon County School Board met in a Regular Session in the ELCO High School Library with Acting President, Brandon Bernard presiding; Jack Kahl leading the Opening Exercises.

Roll Call

The Secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders and Mrs. Walck; and Messrs. Bernard, Gardener, Houtz, Kahl, Mark and Moll. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Dr. Stauffer, Ms. Haas, Mr. Gerhart, Mrs. Bowersox, Mr. Cascarino, Mrs. Shoemaker, Mr. Sweger, Mr. Rada, Ms. Boltz, Mr. Boltz, Mr. Dresch; Gloria Hill - Board Secretary; a reporter from the Lebanon Daily News; six community members; three faculty members; and five guests (Mr. Rohrbaugh, and four staff recommended for employment).

Board President Communications

1. The Board met in an Executive Session at 5:00 p.m. today, to discuss personnel matters.
2. Acting President Bernard introduced Hannah Kercher and Micah Musser who will be reporting on Student Council activities to the Board in the Fall.
 - a. Hannah gave a brief report to the Board on activities being planned by Student Council for next year; Senior Gift, t-shirts; and Homecoming.
3. Acting President Bernard reported this was the last Board Meeting for Gwen Boltz - Business Manager, and Mrs. Laurie Bowersox - Intermediate School Principal. He thanked them both for their years of service and wished them well in their future endeavors.

Written Requests to Address the Board

1. Holly Parham - Thanked the Board and the ELCO community for their support and fundraising efforts during her son's (Rees Parham) illness and passing.

Public Comments - Items On the Agenda

No comments were made.

On a motion by Mr. Mark, seconded by Mrs. Boyer and approved by voice vote, all voting Aye, the Minutes of 05-12-14 and 06-02-14 were approved.

On a motion by Mrs. Boyer, seconded by Mr. Mark and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 05-31-14.

CONSENT ITEMS (Items discussed 06-02-14)

On a motion by Mr. Houtz, seconded by Mr. Kahl and approved by voice vote, all voting Aye, all Consent Items were approved:

Mrs. Souders inquired about information on the individual being recommended as the High School Health & Physical Education teacher.

Personnel Committee

- A. Accepted a "Letter of Retirement" from David Hull, Teacher of the Gifted, effective on or about June 13, 2014.
- B. Approved the following leave requests:

1. Nicholas Wright, 4th grade teacher – 1 day “Absence Without Pay”, June 12, 2014
2. Anne Frederick, 2nd grade teacher – 8-week period to begin approximately November 6, 2014 – January 2, 2015.

C. Approved granting Tenure to the following individuals:

1. Margaret Auchenbach – Art teacher – Intermediate School
2. Robin Anne Kimmey – Special Ed teacher – Intermediate School
3. Tamara Showers – Special Ed teacher – Intermediate School
4. Jenny Wolgemuth – Special Ed teacher – Middle School
5. Alysha Burkholder – Special Ed teacher – High School

D. Approved the following individuals as contracted band personnel for the 2014-2015 school year (*pending receipt of all required documentation):

1. Marching Band Director – David Fair
2. Percussion Instructor – Mark Doll
3. Co-Drill Instructor @ 60% - Craig DeVore
4. Co-Drill Instructor @ 40% - Kris Miller
5. Co-Marching Instructor @ 50% - Mark Doll
6. Co-Marching Instructor @ 50% - Jeremy Ulrich
7. Show Design – Dr. Christopher Campbell*

E. Approved the following individuals as coaches for the 2014 Fall Sports season (*pending receipt of all required documentation):

Football:	Varsity Head Coach Var. Asst. Coaches JH Asst. Coaches Varsity Volunteer Coaches	Robert Miller John Carley, Earl Thomas, Robert Williams Wyatt Hall, Derek Thomas, Chad Miller Derek Fulk, Mitch Davis, Warren Zimmerman, *Charles Hill
Boys Soccer:	Varsity Head Coach Var. Asst. Coaches JH Asst. Coaches Varsity Volunteer Coaches	Kirk Keppley John Mentzer, Sean Miller John Fisher Greg Gardner, Matt Landis
Girls Soccer:	Varsity Head Coach Var. Asst. Coaches JH Asst. Coaches Var. Volunteer Coaches	Derek Fulk *Amy Thome, Robert Smith Wes Soto, TBD Ryan Parker, John Smith, Mike Gettle, Megan Arnold, Katie Lamm
Field Hockey:	Varsity Head Coach Var. Asst. Coaches JH Asst. Coaches	Lisa (Kercher) Whitman Ashley Keath, TBD Brenda Miller, TBD
Girls Tennis:	Varsity Head Coach Var. Volunteer Coaches	Zach Cook Cathy Shaak, Chris Gyorke
Cross Country:	Varsity Head Coach JH Asst. Coach	Charles Gerberich Holly Hartman
Golf:	Varsity Head Coach Var. Volunteer Coach	Dave Meyer Paul Donecker
Girls Volleyball:	Varsity Head Coach Var. Asst. Coach	Paul Dissinger Wes Harpold
Cheerleading:	Varsity Head Coach Var. Asst. Coach JH Asst. Coach	Ashley Huttenstine Alysha Burkholder *Vanessa Risser

F. Approved a trip request from Rebecca Balsbaugh and ELCO FFA officers to travel and attend an FFA Officers Retreat, June 17-19, 2014. (Board Attachment - Details of trip and agenda. Cost to the district is for use of a school van.)

G. Approved revised job descriptions for District Business Office staff. (Board Attachment)

H. Approved revised job descriptions for custodial/maintenance staff. (Board Attachment)

- I. Approved employment of the following individuals (pending receipt of all required documentation) (Board Attachment):
 - 1. Craig Soden, as HS Physical Education teacher, on a “Temporary Professional Contract” effective the 2014-2015 school term, at a salary of Bachelor’s – Step 3 (\$46,184).
 - 2. Lauren Eltringham, as HS Chemistry teacher, on a “Temporary Professional Contract” effective the 2014-2015 school term, at a salary of Bachelor’s – Step 1 (\$44,068).
 - 3. Corinne Shaak, as a 5th grade teacher, on a “Temporary Professional Contract” effective the 2014-2015 school term, at a salary of Master’s – Step 4 (\$52,920).
 - 4. Andrew Risser, as a 4th grade teacher, on a “Professional Contract” effective the 2014-2015 school term, at a salary of Master’s - Step 4 (\$52,920).
 - 5. Amy Shade, as a LTS (long-term sub) 4th grade teacher, on a “Letter of Temporary Employment” effective the 2014-2015 school term, at a salary of Bachelor’s – Step 2 (\$45,126).
 - 6. Anne Roach, as a LTS (long-term sub) Reading teacher (.5 position), on a “Letter of Temporary Employment” effective the 2014-2015 school term, at a salary of Bachelor’s – Step 1 (\$44,068 prorated).
 - 7. Tiffany Doughty, as a LTS (long-term sub) 1st grade teacher at Jackson Elementary, on a “Letter of Temporary Employment” effective the 1st semester of the 2014-2015 school term, at a salary of Bachelor’s – Step 1 (prorated daily amount of \$233.17).
 - 8. Caitlyn Atzinger, as a LTS (long-term sub) 2nd grade teacher at Jackson Elementary, on a “Letter of Temporary Employment” effective the 1st semester of the 2014-2015 school term, at a salary of Bachelor’s – Step 1 (\$44,068, prorated daily amount of \$233.17).
 - 9. Barbara Risser, as a full-time custodial staff member (subject to assignment), effective upon completion of all required documentation, at an hourly rate of \$10.18.

- J. Approved a change in employment status for David Rhoads *from* substitute custodian *to* full-time custodian (subject to assignment), effective July 1, 2014 at an hourly rate of \$10.18; and request his substituting time be considered as his probationary period.

- K. Approved a change in job description for Patty Swanger *from* custodian *to* Head Custodian, effective July 1, 2014.

General Services Committee

- A. Approved the following sport requesting to hold summer camp at ELCO (camp brochure – Public Attachment):

Sport	Date	Time	Location
Wrestling	July 15-17	5:30 – 8:00 p.m.	ELCO Wrestling Room

- B. Approved appointing Drs. Flanagan and Noone as school dentists for the 2014-2015 school year at an annual cost of \$3,180.

- C. Approved renewal of general property liability insurance and worker’s compensation insurance packages in the total amount of \$197,692. (NOTE: The overall increase was 4.4% with the largest increase being in E&O coverage, which saw a 14.58% increase.)

- D. Approved the following auxiliary organizations of the School District, and therefore covered under the District’s liability insurance:
 - 1. Ft. Zeller PTO
 - 2. Jackson PTO
 - 3. ELCO Intermediate PTO
 - 4. Senior Parents Organization
 - 5. ELCO Band Boosters
 - 6. ELCO Choral Boosters
 - 7. Baseball Boosters
 - 8. Boys Basketball Boosters
 - 9. Boys Soccer Boosters
 - 10. Cheerleading Boosters
 - 11. CC/Track & Field Boosters
 - 12. Field Hockey Boosters

13. Football Boosters
14. Girls Basketball Boosters
15. Girls Soccer Boosters
16. Tennis Boosters
17. Girls Volleyball Boosters
18. Wrestling Boosters

Finance Committee

- A. Approved Budget Transfers for the 2013-2014 fiscal year that may be required by the local auditors subsequent to June 30, 2014. (Board Attachment)
- B. Approved Addendum #3 to Deed of Gift for the Henry and Phyllis Levengood Wasserman Scholarship Fund. (Board Attachment)
- C. Approved Resolution #06-09-14-I concerning fund balance designations at June 30, 2014. (Board Attachment)
- D. Approved Resolution #06-09-14-II setting homestead/farmstead exemptions for 2014-2015. (Board Attachment)
- E. Approved establishing a Capital Reserve Fund pursuant to the Act of April 30, 1943, 53 P.S.P.S. §1431, et seq, to hold, invest and expend moneys transferred during any fiscal year from appropriations made of a particular purpose, which may not be needed, or surplus moneys in the general fund of the treasury of the School District at the end of any fiscal year. (Moneys in the Capital Reserve Fund may be expended by the School District only for capital improvements, for the replacement of and additions to public works and improvements, for deferred maintenance thereof, and for the purchase or replacement of school buses.)
- F. Approved PlanCon K documents for the 2014 and 2014A General Obligation Notes. (Board Attachment)

Mr. Bernard acknowledged and welcomed newly approved staff members attending the meeting and asked each one to introduce themselves (Craig Soden, Lauren Eltringham, Corinne Shaak, Andrew Risser, and Tiffany Doughy).

NON-CONSENT ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

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

- A. **Approved a change in employment status for Vincent G. Whitman, from Technology Support Specialist to Elementary Music teacher, on a “Temporary Professional Contract” at a salary of Bachelor’s – Step 1 (\$44,068), effective the 2014-2015 school term. (Board Attachment)**

On a motion by Mr. Gardener, seconded by Mr. Houtz and approved by voice vote, all voting Aye, Item B was approved:

- B. **Approved a change in employment status for Jamie Edwards, from Long-term Substitute to Special Ed teacher, on a “Temporary Professional Contract” at a salary of Master’s – Step 1 (\$49,747), effective the 2014-2015 school term. (Board Attachment)**

On a motion by Mr. Gardener, seconded by Mrs. Boyer and approved by voice vote, all voting Aye, Item C was approved:

- C. **Approved a change in employment status for Christina Ulrey, from a Special Ed .6 position to a full-time Special Ed position effective the 2014-2015 school term.**

General Services Committee – Mr. Scott Houtz, Chair

On a motion by Mr. Houtz, seconded by Mrs. Boyer and approved by voice vote, all voting Aye, Item A was approved:

- A. *Approved awarding a contract to Martin Paving, Inc. of Lititz, PA in the amount of \$82,945.50 for paving the service road and entrance to the Intermediate School; and \$27,429.50 to pave an area behind the Intermediate School at the playground.*

On a motion by Mr. Houtz, seconded by Mr. Mark and approved by voice vote, all voting Aye, Item B was approved:

- B. *Approved awarding a contract to A. H. Moyer in the amount of \$42,447 to replace the water heater in the Middle School.*

On a motion by Mr. Houtz, seconded by Mr. Mark and approved by voice vote of 8 Ayes and 1 Abstention by Mr. Bernard, Item C was approved:

- C. **Approved authorizing a resolution for Fulton Bank to change persons authorized to manage the District's funds in all Fulton accounts (CRIM, Money Market, Checking and Savings), effective June 26, 2014.**

Finance Committee – Mrs. Carrie Boyer, Chair

On a motion by Mrs. Boyer, seconded by Mr. Mark and approved by voice vote of 8 Ayes and 1 Abstention by Mr. Bernard, Item A was approved:

- A. *Approved payment of bills as found listed and attached to the June 2, 2014 Board Agenda in the amounts indicated (Board Attachment):*

<i>General Fund payments in the amount of</i>	<i>\$1,356,142.15</i>
<i>Construction Fund payments in the amount of</i>	<i>\$5,326.95</i>
<i>Cafeteria Fund payments in the amount of</i>	<i>\$76,760.91</i>
<i>Debt Service</i>	<i>\$629,343.75</i>

On a motion by Mrs. Boyer, seconded by Mr. Houtz and approved by voice vote of 8 Ayes and 1 Abstention by Mr. Bernard, Item B was approved:

- B. *Approved bank accounts and depositories for 2014-2015. (Board Attachment)*

On a motion by Mrs. Boyer, seconded by Mr. Mark and approved by Roll Call vote, all voting Aye, Item C was approved:

- C. **Approved a change to the 2014-2015 proposed budget to accommodate an accounting requirement for the sale of Schaefferstown Elementary School if settlement occurs after July 1, 2014. (NOTE: The proceeds from the sale must be put into a capital reserve fund but may not be deposited directly into the reserve fund. The proceeds must be transferred from the General Fund. Revenue will increase \$550,000 and expenditures will increase \$550,000 resulting in no change to the millage rate. This does, however, increase the total budget from \$36,180,671 to \$36,730,671.) (Roll Call Vote)**

On a motion by Mrs. Boyer, seconded by Mr. Gardener and approved by Roll Call vote of 6 Ayes and 3 NO votes by Mr. Kahl, Mrs. Souders, and Mr. Bernard, Item D was approved:

- D. *Approved Resolution #06-09-14-III adopting the 2014-2015 General Fund Budget. (Roll Call Vote) (Board Attachment)*

Superintendent's Report

On a motion by Mrs. Boyer, seconded by Mr. Gardener and approved by voice vote, all voting Aye, Item A was approved:

- A. *Approved revising/adding the following District Board Policies, 1st Reading (Public Attachment):*

805.1 (new) – Operations, Relations With Law Enforcement Agencies
810 – Operations, Transportation
810.1 (new) – Operations, Drug/Alcohol Testing – Covered Drivers
810.2 (new) – Operations, Transportation – Video/Audio Recording
801 Attachment 2 – Delete (this is an internal document for the RTK Officer)

Mr. Bernard thanked Ms. Haas and her staff for a phenomenal graduation ceremony!

Public Comments – Items On/Off the Agenda

No comments were made.

Old Business

Mr. Kahl gave kudos to the Shaak family and their son, Fred (an ELCO graduate) who recently graduated from the Naval Academy at the top of his class!

New Business

No New Business was reported.

Adjournment

On a motion by Mr. Gardener, seconded by Mr. Houtz and approved by a voice vote, all voting Aye, Acting President Bernard adjourned the meeting at 6:35 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary