

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

Committee-of-the-Whole Board Meeting
ELCO High School Library

June 2, 2014

The Committee-of-the-Whole Board of Education Meeting was called to order by Acting President, Brandon Bernard at 6:05 p.m.

The Eastern Lebanon County School Board met in Committee-of-the-Whole Session in the ELCO High School Library with Acting President Bernard presiding; Jack Kahl led 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, Miss Boltz, Mr. Boltz, Mrs. Kunkelman, Mr. Dresch; Gloria Hill, Board Secretary; Laura LeBeau of WLBR; three faculty members, seven community members, and five guests (Mr. Kurt Rohrbaugh, and the Mr. Rada's family).

Board President Communications

The Board met in an Executive Session at 5:30 p.m. today, to discuss personnel matters.

Public Comments – Items On the Agenda

No comments made.

Tabled Motion – Election of Treasurer

Mr. Gardener made motion to remove from the Table the Election of Treasurer, seconded by Mr. Houtz, and approved by voice vote, all voting Aye, the motion was removed from the Table.

Election of Treasurer

Mr. Gardener nominated Carrie Boyer for Treasurer and moved to close the nominations and Secretary to cast a unanimous ballot, seconded by Mr. Mark and approved by voice vote, all voting Aye, Carrie Boyer was elected as Treasurer.

ACTION 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 transfer of employment to Chris Rada, from Middle School Assistant Principal to Intermediate School Principal, effective on or about June 16, 2014 at a salary of \$81,000.**

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

- B. Approved a request for half day (.5) of "Absence Without Pay" from Kristi McDonnell, 1st grade teacher, for the morning of June 3, 2014.**

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. Ratified administrative action to contract with CenterPoint Engineering, Inc. for engineering services in the replacement of the Middle School water heater at a cost of \$4,000. (NOTE: The water heater began leaking and replacement became more urgent!)**

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

- B. Approved a contract with Geller Real Estate to market and sell the Myerstown Elementary School building. (Board Attachment)**

NON-ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following items:

- A. Recommend accepting a “Letter of Retirement” from David Hull, Teacher of the Gifted, effective on or about June 13, 2014.
- B. Recommend for approval 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. Recommend for approval 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. Recommend for approval 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. Recommend for approval 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 | Derek Fulk |

	Var. Asst. Coaches	*Amy Thome, Robert Smith
	JH Asst. Coaches	Wes Soto, TBD
	Var. Volunteer Coaches	Ryan Parker, John Smith, Mike Gettle, Megan Arnold, Katie Lamm
Field Hockey:	Varsity Head Coach	Lisa (Kercher) Whitman
	Var. Asst. Coaches	Samantha Hull, Ashley Keath
	JH Asst. Coaches	Brenda Miller, TBD
Girls Tennis:	Varsity Head Coach	Zach Cook
	Var. Volunteer Coaches	Cathy Shaak, Chris Gyorke
Cross Country:	Varsity Head Coach	Charles Gerberich
	JH Asst. Coach	Holly Hartman
Golf:	Varsity Head Coach	Dave Meyer
	Var. Volunteer Coach	Paul Donecker
Girls Volleyball:	Varsity Head Coach	Paul Dissinger
	Var. Asst. Coach	Wes Harpold
Cheerleading:	Varsity Head Coach	Ashley Huttenstine
	Var. Asst. Coach	Alysha Burkholder
	JH Asst. Coach	*Vanessa Risser

- F. Recommend approval of 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. Recommend for approval revised job descriptions for District Business Office staff. (Board Attachment)
- H. Recommend for approval revised job descriptions for custodial/maintenance staff. (Board Attachment)
- I. Recommend for approval the 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. Recommend for approval 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. Recommend for approval a change in job description for Patty Swanger *from* custodian *to* Head Custodian, effective July 1, 2014.

The Board reviewed and discussed the following items, noting *Items E & F will be placed under Non-Consent* on the agenda of June 9, 2014.:

- A. Recommend for approval 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. Recommend for approval appointing Drs. Flanagan and Noone as school dentists for the 2014-2015 school year at an annual cost of \$3,180.
- C. Recommend for approval 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. Recommend for approval 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
- E. Recommend for approval awarding a contract to _____ in the amount of \$_____ for several paving projects including repairs and resurfacing of the service road on the High School/Middle School/Intermediate School campus and altering the entrance to the Intermediate School driveway, and to pave a play area behind the Intermediate School.
- F. Recommend for approval awarding a contract to _____ in the amount of \$_____ to replace the water heater in the Middle School.

Finance Committee – Mr. Leon Moll, Acting Chair

The Board reviewed and discussed the following items, noting *Items, A, C and G will be placed under Non-Consent* on the agenda of June 9, 2014:

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

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

- B. Recommend for approval Budget Transfers for the 2013-2014 fiscal year that may be required by the local auditors subsequent to June 30, 2014. (Board Attachment)
- C. Recommend for approval of bank accounts and depositories for 2014-2015. (Board Attachment)
- D. Recommend for approval Addendum #3 to Deed of Gift for the Henry and Phyllis Levengood Wasserman Scholarship Fund. (Board Attachment)
- E. Recommend for approval Resolution #06-09-14-I concerning fund balance designations at June 30, 2014. (Board Attachment)
- F. Recommend for approval Resolution #06-09-14-II setting homestead/farmstead exemptions for 2014-2015. (Board Attachment)
- G. Recommend for approval Resolution #06-09-14-III adopting the 2014-2015 General Fund Budget. (Roll Call Vote) (Board Attachment)
- H. Recommend for approval 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.)
- I. Recommend for approval PlanCon K documents for the 2014 and 2014A General Obligation Notes. (Board Attachment)

Superintendent's Report

The Board reviewed and discussed the following item:

- A. Recommend for approval 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)

Dr. Zuilkoski made the following announcements:

Announcements/Info:

1. HS Commencement – June 5 – New Beginnings Auditorium, Myerstown
2. Last Day for Kindergarten Students – regular schedule
3. Last Student Day (1st-11th Grades) – June 6 (1/2 day)
4. Annual Staff Recognition Lunch/Program – June 6 @ 12:30 p.m. MS Café/Forum

Public Comments – Items On/Off the Agenda

Comments/concerns were made by the following individuals:

1. Nathalie Owens – budget for 2014-2015
2. Theresa Bozman – board policy; budget issues; and possible Librarian position for future years
3. Jocelyn Stahl – board policy vs. past practice
4. Nathalie Owens – budget and RTK request
5. Melissa Newmaster – summer wrestling camp; new hires recommended

Dr. Zuilkoski and several members of the Board commented on concerns and questions as appropriate.

Old Business

1. Mrs. Souders – inquired on Mrs. Ericson’s class who competed and took 3rd place overall in the UNLESS Competition. Congratulations to everyone!

New Business

Special note of recognition – congratulations to Adam Bahney and his 3rd place win (Tennis), which qualifies him for States; ELCO Boys’ Tennis Team for advancing in the playoffs; and Zach Cook, Boys’ Tennis Coach, was named Coach of the Year by the Lancaster-Lebanon League in Boys’ Tennis.

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 7:20 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary

Next School Board Meeting – May 12, 2014