

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

Regular Board of Education Meeting
ELCO High School Library

May 12, 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, Ms. Haas, Mr. Gerhart, Mrs. Bowersox, Mr. Cascarino, Mrs. Shoemaker, Mr. Sweger, Mr. Rada, Ms. Boltz, Mrs. Kunkelman, Mr. Boltz, Mr. Dresch; Gloria Hill - Board Secretary; a reporter from the Lebanon Daily News; thirty-nine community members; and twenty faculty members.

Board President Communications

1. The Board met in an Executive Session at 5:30 p.m. today, to discuss personnel matters.
2. The Board will meet in an Executive Session immediately following tonight's Regular Board of Education Meeting to discuss legal matters.

Students of the Month – presented by Mr. Jack Kahl

Intermediate School:	Haley Thunberg & Isaac Long (Mrs. Weaver's 5 th grade class)
Middle School:	Monica Arnold & Seth Noll
High School:	Alena Chekanov & Cody Horst

Students were recognized and congratulated by their respective principal for their accomplishments and future goals. Mr. Kahl presented each student with a plaque of recognition.

Student Council Report

Lauren Newhouse, Student Council President, reported on several Student Council activities: Teacher Appreciation Week was observed May 5-9, 2014; mini-grant was received; Lawn lunch and Talent Show are scheduled for May 23, 2014, ending the day with the Spring Fling Supernova Dance from 7-10 p.m.

On behalf of the Board, Acting President Bernard expressed appreciation to Lauren for serving as the representative for Student Council this year, as this was her last meeting to report. He wished her well in her future endeavors.

Acting President, Brandon Bernard, congratulated the Students of the Month on their accomplishments. He also thanked the parents and teachers in attendance for their support.

Written Requests to Address the Board

1. David Piscitell – Library Staffing; Certified Librarian vs. Library Aide

Public Comments – Items On the Agenda

No comments were made.

Election of Treasurer

Mr. Moll made a motion to Table the Election of Treasurer, seconded by Mr. Houtz, and approved by voice vote, all voting Aye, the Election of Treasurer was Tabled and will take place at next meeting of the School Board.

On a motion by Mr. Kahl, seconded by Mr. Gardener and approved by voice vote, all voting Aye, the Minutes of 04-14-14 and 05-05-14 were approved.

On a motion by Mr. Mark, seconded by Mr. Kahl and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 04-30-14.

CONSENT ITEMS (Items discussed 05-05-14)

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

Personnel Committee

- A. Approved a "Letter of Retirement" from JoAnn Kahl, custodial staff member, effective September 2, 2014.
- B. Approved the following leave requests:
 1. Kris Haley-Paul, HS Art teacher – 1 day "Absence Without Pay", May 12, 2014
 2. Corrie Bailey, Personal Care Asst. – 3 days "Absence Without Pay", May 22, 29 & 30, 2014
 3. Ashli Shay, HS Health & Phys. Ed teacher – six-week period beginning approximately September 26, 2014 to November 7, 2014
- C. Approved a travel request from the administrative team of Ms. Haas, Mr. Gerhart, Mr. Sweger, Mrs. Shoemaker, Dr. Stauffer, Dr. Zuilkoski, Mr. Boltz, and two school board members TBD, to travel and attend an Apple Executive Briefing in Reston, VA, June 16-17, 2014. (Cost to the District is for transportation only.)
- D. Approved a travel request from David & Melodie Fair, high school Choral & Band teachers, high school chorus and band students, and adult chaperones, to travel and perform at Universal Studios, Orlando, FL and the pre-race show for the Daytona 500 in Daytona, FL, February 20-23, 2015. (Cost to the District is for substitutes only.)
- E. Approved adding the following individuals to the ELCO sub listing (pending receipt of all required documentation):
 1. Crystal Kimmel – Instructional Aide
 2. Michele Rankin – Elementary PK-4
 3. Anthony Sinico – Social Studies 7-12

Curriculum Committee

- A. Approved the 2014 graduating seniors, pending successful completion of all requirements. (Board Attachment)

General Services Committee

- A. Approved a request to hold Bandapalooza, summer band program:
 - Rehearsals – June 24, July 1, 8, 22, 28, 2014 @ 6:30 p.m.
 - Concert – July 29, 2014 @ 7:00 p.m.
- B. Approved authorizing the administration to proceed with replacing the roof on the maintenance building through Tremco at a cost not to exceed \$150,000.
- C. Approved acknowledgement of the following PlanCon Documents from PA Department of Education:
 1. PlanCon, Part H, Project Financing for New ELCO Intermediate School construction
 2. PlanCon, Part J, Project Accounting Based on Final Costs for New ELCO Intermediate School construction
- D. Approved Schaefferstown Family Practice as school doctors for the 2014-2015 school year at rates as follows:

Physicals:	\$35 (up from \$25)
Sports Physicals: Fall (1)	\$1,000 for 0-75 physicals (up from \$800)
	\$1,200 for 76-125 physicals
	\$1,600 for 126 or more physicals

Fall (2)	\$600 for 0-50 physicals \$800 for 51 or more physicals
Winter/Spring	\$600 for 0-50 physicals (winter) \$800 for 51 or more physicals (winter)
Football Games:	\$200/game

Finance Committee

- A. Approved Special Education Contracting Agreements with IU 13 for the 2014-2015 school year. Costs: Lancaster contract - \$203,966.28; Lebanon contract - \$486,216.15; Supplemental contracts estimated - \$217,402.50, which includes Speech and Language, Occupational and Physical Therapy, Job Training Services, Instruction in the Home, and Personal Care Assistants.
- B. Approved Per Capita Tax Exonerations for 2013. (Listing available for viewing upon request.)
- C. Approved acknowledging the following PlanCon Documents from PA Department of Education:
1. PlanCon, Part K, Project Refinancing for Series A of 2013, which refunded the GOB Note, Series B of 2008
 2. PlanCon, Part K, Project Refinancing for Series B of 2013, which refunded a portion of the GOB Series A of 2009
- D. Approved a Master Resolution and Authorization for Depository Accounts and Treasury Management Services with PNC Bank, National Association, in order to administer the 2014 and 2014A GOB Loans.

NON-CONSENT ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by voice vote, all voting Aye, with one (1) NO vote by Souders, Item A was approved:

- A. *Approved Jamie Kruse for employment as Buildings & Grounds/Transportation Administrative Assistant, at an hourly rate of \$13.50, effective June 9, 2014 (pending receipt of all required documentation).*

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

- B. **Approved three days of “Absence Without Pay” to Alanna Hildebrand, Jackson Elementary Admin. Assistant, retroactive/effective May 1, 2, & 20, 2014.**

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

- C. **Approved a “Letter of Retirement” from Donna Collins, custodial staff member, effective June 1, 2014.**

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

- D. **Approved a “Letter of Retirement” from Roxann Heisey, custodial staff member, effective June 30, 2014.**

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

- E. **Approved a “Letter of Resignation” from Laurie Bowersox, Intermediate School Principal, effective on or about June 30, 2014.**

On behalf of the School Board, Acting President Bernard expressed the Board’s appreciation to Mrs. Bowersox for her years of service to the ELCO School District.

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

- F. Approved a trip request from Charles Gerberich and eight (8) ELCO Cross Country athletes to travel to Camp Kirchenwald, Colebrook, PA, August 11-13, 2014, to participate in pre-season training and team building sessions. (Cost to the District is for use of school van.)**

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

- G. Approved a leave request from Erin Marquette, Kindergarten teacher, beginning approximately August 20, 2014 through December 1, 2014.**

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

- H. Approved adding the following individuals to the ELCO sub listing (pending receipt of all required documentation):**

1. **Samantha Hoover - English 7-12**
2. **Albert L. Pundt - IU sub, all areas**
3. **Brooke Martin - IU sub, all areas**
4. **Juergen Colbert - IU sub, all areas**

Curriculum Committee - Mrs. Jadell Souders, Chair

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

- A. Approved revising the ELCO Kindergarten student last day to Thursday, June 5, 2014.**

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

- B. Approved the ELCO Agriculture Local/Occupational Advisory Committee Meeting Minutes of April 29, 2014. (Public Attachment)**

Finance Committee - Mr. Robert Mark, Acting Chair

On a motion by Mr. Mark, seconded by Mr. Houtz and approved by voice vote, all voting Aye, with one (1) Abstention by Mr. Bernard, Item A was approved:

- A. Approved payment of bills as found listed and attached to the May 5, 2014 Board Agenda in the amounts indicated:**

<i>General Fund payments in the amount of</i>	\$1,330,120.42
<i>Construction Fund payments in the amount of</i>	\$0.00
<i>Cafeteria Fund payments in the amount of</i>	\$115,765.42
<i>Debt Service</i>	\$15,394.65

On a motion by Mr. Mark, seconded by Mr. Houtz and approved by Roll Call vote, all voting Aye, with one (1) NO vote by Mrs. Souders, Item A was approved:

- B. Approved the 2014-2015 Lebanon County CTC Budget. (Board Document) (Roll Call Vote)**

Superintendent's Report

Dr. Zuilkoski read a statement in regard to staffing of the K-2 Librarian position.

Announcements/Info:

1. **Spring Concerts:**
 - MS - May 15 @ 7:00 p.m. - HS Auditorium
2. **FFA Banquet - May 13 - HS Café. @ 7:00 p.m.**
3. **IS 5th Grade Musical:**
 - May 16 @ 7:00 p.m.
 - May 17 @ 1:00 p.m., and 7:00 p.m.

4. Celebrate the Arts – May 20 – HS, 5:00 to 9:00 p.m.
5. HS Commencement – June 5 – New Beginnings Auditorium, Myerstown
6. Kindergarten Students Last Day – June 5 (pending Board approval)
7. Last Student Day (Grades 1st-11th) – June 6 (1/2 day)
8. Annual Staff Recognition Lunch/Program – June 6 @ 12:30 p.m. MS Café/Forum
9. Ballots
 - Return completed CTC Ballots to Gloria before leaving tonight’s meeting
 - IU Board Membership – please complete and return ballot in envelope provided, to the IU by Friday, May 23, 2014

Public Comments – Items On/Off the Agenda

Comments/concerns were made by the following individuals:

- Theresa Bozman – Staffing of K-2 Librarian; clarification of Policy 903
- Nathalie Owens – Staffing of K-2 Librarian
- Maria Bickel – Staffing of K-2 Librarian; requested the Board not to approve final Budget
- Amy Davis – Staffing and budget decisions
- Sheri Balderama – Budget decisions approved resulting in staffing issues, which affects the children of our District
- Jannine Jacoby – Goals of the District in relation to staffing issues (K-2 Librarian)
- Maureen McGuire – Staffing of K-2 Librarian
- Nathalie Owens – K-2 Librarian duties vs. Aide duties and Librarian motto
- Heather Wilson – K-2 Librarian responsibilities that aide cannot perform
- Theresa Bozman – Aide vs. Librarian; look at research done before voting on budget; approval of positions (i.e., Asst. Supt., etc.) and costs involved
- Nathalie Owens – Costs/budget for new Admin. Asst. for Bldgs. & Grounds/Transportation; research on K-2 Library position; find dollars this year for position; requested Board to vote down budget to keep K-2 Librarian
- Kristen Nelson – Difference of services between Aide vs. Librarian
- Kelly Blakeslee – Duties Aide cannot do
- Kristen Nelson – Cost difference Aide vs. Librarian
- Karen Miller – K-2 Librarian
- Jodi Horst – Staffing and effect in years to come
- Steven Hoffer – How are teachers reacting to staffing changes; over/under staffing
- Heather Wilson – Staffing
- Steven Hoffer – Budget and funding staff positions; approval of budget and funds for new transportation scanning system; proposal of new transportation scanning system
- Maria Bickel – Will library aide oversee students; ratio of children to aide while in library; possible professional development for Library Aide and costs involved
- Theresa Bozman – Overall moral of parents, students, teachers, community
- Kelly Mohn – Thanked Mrs. Bowersox stating she is an asset to the District and the Intermediate School; K-2 Librarian position; District costs per students; cyber school costs; encourage families to enroll students in District’s cyber school
- Melissa Newmaster – Transportation scanning system costs; use these dollars in other areas
- Steven Hoffer – Transportation scanning system costs for upkeep; contract with BTI; determination of budget and use of dollars

Dr. Zuilkoski, administrators, and Board members, responded to all concerns and questions as appropriate.

Old Business

Mrs. Souders – commented on the outstanding choral concerts at the High School and Intermediate School; also commended our athletes advancing to higher levels of competition and overall accomplishments of all our spring sports teams.

Mr. Houtz – promoted the upcoming Celebrate the Arts event (May 20th – 5:00-9:00 p.m.) being held at the High School.

New Business

Mrs. Souders – commented on the time change for the Annual Staff Appreciation/Recognition Program, which will be a lunch event rather than breakfast.

Jocelyn Stahl – requested posting of the 5:00 p.m. Committee Meetings on the District calendar.

Board Response - All 5:00 p.m. Committee Meetings are open to public and are listed on the agenda, which is posted on the website. Committee Meetings may not be scheduled every month.

Adjournment

On a motion by Mr. Gardener, seconded by Mr. Kahl and approved by a voice vote, all voting Aye, Acting President Bernard adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary