

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

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

May 5, 2014

The Committee-of-the-Whole Board of Education Meeting was called to order by Acting President, Brandon Bernard at 6:01 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, 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; eight faculty members, four community members, and one guest (Mr. Kurt Rohrbaugh).

Board President Communications

No communications reported.

Public Comments – Items On the Agenda

1. Robert McBride – date of vote to be taken on 2014-2015 Budget

Presentation of the 2014-2015 proposed final ELCO School District General Fund Budget

Gwen Boltz, Business Manager, presented the proposed final 2014-2015 ELCO School District General Fund Budget, noting the growth of the Fund Balance.

It was stated by Miss Boltz the proposed Budget will be posted within a week to the ELCO website for the public to view.

Mr. Bernard thanked and commended Miss Boltz on her efforts developing the budget; also commenting on the growth of the Fund Balance.

**ACTION 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, Item A was approved:

- A. Approved the termination of Judith Frantz, high school cafeteria, effective May 1, 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. Approved a contract with Earl Musser Plumbing and Heating to complete the hookup for the Schaefferstown Building to the public sewer system at a cost of \$4,000, noting the price could be higher if a significant amount of rock is found.**

**Finance Committee – Mrs. Carrie Boyer, Chair**

On a motion by Mrs. Boyer, seconded by Mr. Mark and approved by Roll Call vote, 7 Ayes and 2 No votes by Mrs. Souders and Mr. Gardener, Item A was approved:

**A. Approved the proposed final 2014-2015 ELCO School District General Fund Budget. (Roll Call vote)**

*Attendance Note – Mrs. Boyer excused herself from the meeting.*

**NON-ACTION ITEMS**

Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following items, noting that *Item C will be removed from Consent Items* on the agenda of May 12, 2014:

- A. Recommend for approval accepting a “Letter of Retirement” from JoAnn Kahl, custodial staff member, effective September 2, 2014.
- B. Recommend for approval 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. Recommend for approval \_\_\_\_\_ for employment as Buildings & Grounds/Transportation Administrative Assistant, at an hourly rate of \$ \_\_\_\_\_, effective \_\_\_\_\_ (pending receipt of all required documentation).
- D. Recommend for approval 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.)
- E. Recommend for approval 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.)
- F. Recommend for approval 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. Seth McNally – Elementary K-6, Mid-Level Math 7-9, Mid-Level Citizenship 7-9
  - 4. Anthony Sinico – Social Studies 7-12

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed the following item:

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

General Services Committee – Mr. Scott Houtz, Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval 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. Recommend for approval authorizing the administration to proceed with replacing the roof on the maintenance building through Tremco at a cost not to exceed \$150,000.
- C. Recommend for approval 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. Recommend for approval 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

Presentation of PA Produce Project – by Tony Brochu, Food Service Director

Mr. Brochu shared information on the PA Produce Project, which will provide further savings to the District by purchasing produce through a local produce auction; in addition hopes for adding these local farmers to the PA approved listing of produce farmers.

Finance Committee – Mr. Leon Moll, Acting Chair

The Board reviewed and discussed the following items, noting *Items A and F will be removed from Consent Items* on the agenda of May 12, 2014:

- A. Recommend for approval payment of bills as found listed and attached to the May 5, 2014 Board Agenda in the amounts indicated (Board Attachment):

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

- B. Recommend for approval 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.
- C. Recommend for approval Per Capita Tax Exonerations for 2013. (Listing available for viewing upon request.)
- D. Recommend for approval 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
- E. Recommend for approval 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.
- F. Recommend for approval the 2014-2015 Lebanon County CTC Budget. (Board Document) (Roll Call Vote)

#### Superintendent's Report

Dr. Zuilkoski made the following announcements:

1. Spring Concerts:
  - HS – May 6 @ 7:00 p.m.
  - IS – May 8 @ 7:00 p.m.
  - MS – May 15 @ 7:00 p.m. - HS Auditorium
2. FFA Banquet – May 13 – HS Café. @ 7:00 p.m.
3. IS 5<sup>th</sup> 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. Last Student Day – June 6 (1/2 day)
7. Annual Staff Recognition Lunch/Program – June 6 @ 12:30 p.m. MS Café/Forum
8. Ballot
  - IU Board Membership – please complete and return ballot in envelope provided, to the IU by Friday, May 23, 2014

Dr. Zuilkoski announced the Board will take action on May 12, 2014 to revise the last student day for Kindergarten students to be Thursday, June 5, 2014.

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

Comments/concerns were made by the following individuals:

1. Robert McBride – transportation scanning system
2. Laura LeBeau – cost of transportation scanning system
3. Robert McBride – cost of transportation scanning system to parents (cards for students)
4. Jocelyn Stahl – education concerns; College Alliance program, teachers certification at HS to teach AP courses
5. Robert McBride – information meeting on Wednesday for parents on K-2 schedule and Library position
6. Steven Hoffer – K-2 Library position
7. Robert McBride – Librarian vs. Library Aide
8. Steven Hoffer – reason for change in Librarian position at K-2 level
9. Melissa Newmaster – titles of Librarian and Media Specialist, what is the difference
10. Steven Hoffer – qualifications needed - Librarian vs. Library Aide
11. Liz Etherson – extended invitation to Board members to attend the meeting on Wednesday, May 7, 2014 to hear public concerns
12. Robert McBride – are staffing decisions Board approved; and the need for more means of public announcements/communication
13. Steven Hoffer – electronic monitoring system for buses (transportation scanning system)
14. Jocelyn Stahl – spoke positively regarding new transportation scanning system
15. Mrs. Hoffer – why the need for bus scanning system because bus drivers know and can identify students

Dr. Zuilkoski and several members of the Board commented on concerns and questions presented regarding the bus scanning system and the positive safety related and economical benefits/impact it will have on the District; also commenting on concerns and questions in regard to the K-2 Library position clarifying true vs. false information the public has received.

Old Business

1. Mr. Gardener – PlanCon K and money due to the District.
2. Miss Boltz – commented the money is reported to be released to our District in the near future and she is checking daily for receipt; also noting that ELCO is one of six districts notified to finally receive reimbursement monies.
3. Mrs. Souders – asked for update on new scheduling at the High School and course selection process.
4. Ms. Haas – responded stating the online course selection has been received very well by students, counselors, and teachers. Schedules should be set in July with the opportunity for revision prior to the start of school.

New Business

Special note of recognition – congratulations to Adam Bahney and his 3<sup>rd</sup> 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*