

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

Regular Board of Education Meeting  
ELCO High School Library

April 14, 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. Souders and Mrs. Walck; and Messrs. Bernard, Gardener, Houtz, Kahl and Mark. Absent from the meeting were Mrs. Boyer and Mr. Moll. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Dr. Stauffer, Ms. Haas, 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; Laura LeBeau of WLBR; six community members, six faculty members, and two guests.

Board President Communications

1. The Board met in an Executive Session at 5:55 p.m., April 14 2014, to discuss legal matters.

Students of the Month – presented by Mr. Scott Houtz

Intermediate School:	Molly Gray & Colton Ocker (Miss Boyer's 5 <sup>th</sup> Grade class)
Middle School:	Vanessa Buzey & Cody Speicher
High School:	Hannah Hentz & Justin Gerhart

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

Student Council Report

Lauren Newhouse, Student Council President, reported on several Student Council activities: Pennies for Patients was held and raised over \$648; new officers were elected for the upcoming school year; future activities/events – Talent Show, dance, and planning for Homecoming of 2014.

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.

Public Comments – Items On the Agenda

No comments were made.

On a motion by Mr. Gardener, seconded by Mr. Houtz and approved by voice vote, all voting Aye, the Minutes of 03-10-14 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 03-31-14.

Personnel Committee

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

- A. Approved employment of Kurt Rohrbaugh, as Business Manager of the ELCO SD effective June 16, 2014 – June 30, 2017, at a salary of \$95,000.

Mr. Bernard introduced Mr. Rohrbaugh and his family, welcoming them to the ELCO School District.

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

- B. Approved a "Letter of Resignation" from Joel Hill, 3<sup>rd</sup> Grade teacher, effective April 14, 2014.

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

- C. Approved a "Letter of Resignation" from Jennifer (Kessa) Roberts, School Psychologist, effective the end of her contract for the 2013-2014 school year, which is June 26, 2014.

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

- D. Approved a "Letter of Resignation" from Stacy Snavely, elementary Special Ed teacher currently on leave, effective the last teacher contracted day of the 2013-2014 school year.

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 request to rescind prior approved sabbatical request from Heather Miller, Kindergarten teacher, for the 2014-2015 school year.

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 change in employment status of Danielle Brandt, *from* substitute teacher *to* elementary teacher (subject to assignment), on a "Temporary Professional Contract" effective April 15, 2014, at a salary of Bachelor's - Step 1, prorated for the 2013-2014 school year. (Board Attachment)

Mr. Bernard welcomed Miss Brandt, who was in attendance, to her new position and the ELCO School District.

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 change in employment status to Heather Miller, *from* full-time elementary teacher *to* *half-time* elementary teacher (subject to assignment), effective the 2014-2015 school year.

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

- H. Approved a request from the following individuals for "Leave Without Pay":
  1. Holly Hartman, HS Business Ed teacher - April 16, 2014 (.5 day)
  2. Phran Simmermon, Instructional Assistant - April 21-28, 2014 (6 days)
  3. Kelly Blakeslee, Part-time Instructional Assistant - May 20, 23, 30, 2014 (3 days)
  4. Judy Moyer, HS Special Ed. teacher - May 23, 2014 (1 day)
  5. Tania Schulze, HS Personal Care Assistant - September 22-26, 29, 30, 2014 (7 days)

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

- I. Approved the following trip/travel requests:
  1. David Fair, HS Band Director and a qualifying high school student, to travel and participate in the State Band Festival, *retroactive* to March 26-29, 2014, held at Cumberland Valley High School. (Cost to the District is for a substitute only.)
  2. Jonathan Bickel, HS English teacher, teacher/adult chaperones, veterans, and students to travel and visit the Veterans History Project, Library of Congress, National Art Gallery, and The White House on May 7, 2014. (Costs to the District are for substitutes only).

Mr. Bernard commented on our high school student, Jacob Bernat, who participated in the State Band Festival. Jacob was named best Tenor Sax in the State.

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

- J. Approved Ashley Huttenstine as the new Head Cheerleading Coach effective the 2014-2015 school year.

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

- K. Approved a job description for Buildings & Grounds/Transportation Secretary. (Board Attachment)

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

- L. Approved revisions to the following job descriptions: (Board Attachment)

1. Department Chairperson
2. Team Leaders (K-5)

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

- M. Approved the Omni Group as third party administrator of the District's 403(b) plans. (NOTE: The current TPA, Common Remitter Services, transferred this portion of the business to The Omni Group.)

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

- N. Approved the following summer workers for the custodial/maintenance department:

1. Zachary Carley - \$8.10 per hour
  2. Bradley Hartman - \$7.85 per hour
  3. Dennis Morgan - \$7.85 per hour
  4. Avery Rohr - \$7.94 per hour
- (NOTE: The difference in hourly rate is due to the years they've served on the summer crew.)

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

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

1. Ashley Hauck, LPN – Nurse sub
2. Kristy Moyer, RN – Nurse sub
3. Samantha Fink – Elementary K-6

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 revisions to the 2013-2014 School Calendar as follows:

1. Last Student Day – Friday, June 6, 2014
2. Records & Reports Day – June 9, 2014
3. Act 80 Days – June 10, 11, 12 2014
4. In-Service (Exchange) – June 13, 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 2014-2017 Special Education Plan. (Public Attachment)

General Services Committee – Mr. Scott Houtz, Chair

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

- A. Approved the following sports requesting to hold summer camps at ELCO (camp brochures – Public Attachment):

Sport	Date	Time	Location
Football	June 16-18 (rain date of June 19th)	8:00 AM – 12:00	FB Practice Fields
Girls Basketball	June 16-19	9:00 AM – 12:00	HS & MS Gym
Boys Basketball	June 23-26	9:00 AM – 12:00	HS & IS Gym
Soccer (YPT) Grades 6-8	June 16-20	10:00 AM – 12:30	Practice Soc. Fields
Tennis	June 23-26	6:00 PM – 8:00 PM	Tennis Courts
Field Hockey	June 23-26	9:00 AM – 11:00 AM	Field Hockey Field

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

- B. Approved Addendum #1 to the 2013-2023 Contract with Brightbill Transportation, Inc., which provides for a partnership in implementing bus routing software with GPS integration.

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

- C. Approved a contract with Comverge for an electric curtailment program for 2014-2015, which will yield an estimated \$6,200 for participating.

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

- D. Approved a contract with Steckbeck Engineering & Surveying, Inc., for preparation for bid documents and construction oversight for repaving and paving projects as follows: access drive (between Weavertown Road and Evergreen Drive), stone access drives at the wastewater treatment plant, entry to the Intermediate School driveway and a play area at the rear of the Intermediate School, at a minimum cost of \$4,500 and a maximum cost of \$7,500.

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

- E. Approved a contract with McClure Company to provide boiler maintenance services at a cost of \$12,905 per year for July 1, 2014 through June 30, 2017.

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

- F. Approved a contract with Select Environmental Solutions to provide oversight for the sewer plant operations including required testing and reporting, at a cost of \$600 per month effective May 1, 2014, with a maximum increase of 4% each year after the initial 12 months of the contract, through June 30, 2017.

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

- G. Approved the 2014-2015 breakfast and lunch prices as follows:

Elementary (K-5): \$1.50 for breakfast; \$2.40 for lunch  
 Secondary (6-12): \$1.75 for breakfast; \$2.50 for lunch  
 Adult: \$3.50 (no increase)  
 Extra Milk: \$0.45 (no increase)  
 Head Start: \$0.75 (no increase)

(NOTE: This increase continues the process of closing the gap between our lunch prices and cost to prepare a lunch as required by the federal government.)

Finance Committee – Mr. Bob Mark, Acting Chair

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

- A. Approved payment of bills as found listed and attached to the April 14, 2014 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$2,781,452.02
Construction Fund payments in the amount of	\$11,432.90
Cafeteria Fund payments in the amount of	\$179,269.62
Debt Service	\$7,457.47

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

- B. Approved budget transfers. (Board Attachment)

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

- C. Approved the Middle School and High School Activity Accounts for quarter ending March 31, 2014. (Board Attachment)

On a motion by Mr. Mark, seconded by Mr. Gardener and approved by Roll Call vote, all voting Aye (7 Ayes with 2 absent), Item D was approved:

- D. Approved the 2014-2015 Lancaster-Lebanon IU13 General Operating Budget. (Roll Call Vote) (Board Attachment)

Superintendent's Report

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

- A. Approved Attendance Exception 1314-02.

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

- B. Approved revisions to the following District Board Policies, 2<sup>nd</sup> Reading. (Public Attachment)

217 – Pupils, Graduation Requirements  
 331 – Employees, Job Related Expenses  
 335 – Employees, Anticipated Disability (Delete as it is covered in two other policies.)  
 341 – Employees, Benefits for Support Staff Personnel  
 707 – Property, Use of School Facilities

Announcements

1. French Honor Society Induction invitation to all Board members – April 24, 2014
2. ELCO Raider Pride Dance invitation to all Board members – May 16, 2014
3. District “Purple Up” day for Military Kids promoted – April 15, 2014
4. Statement of Financial Interest – forms **must** be completed and returned to Gloria on or before May 1, 2014

Public Comments – Items On/Off the Agenda

- Theresa Bozman – concerns with rumor of having no Librarian K-2
- Melissa Newmaster – concerns with K-2 level positions and schedules
- Theresa Bozman – concerns in regard to Kindergarten schedule and specials

Old Business

Mrs. Souders congratulated and commended those involved in the production of the High School musical; also commented on the accomplishments of the winter sports athletes.

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 6:55 p.m.

Respectfully submitted,

Gloria J. Hill  
Board Secretary