

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

Regular Board of Education Meeting
ELCO High School Library

March 10, 2014

The Regular Board of Education Meeting was called to order by Vice 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 Vice President, Brandon Bernard presiding; Scott Houtz 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, and Mark. Absent from the meeting were Mr. Kahl and Mr. Moll. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Mrs. 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; and nine community members and nine faculty members.

Board President Communications

1. Vice President, Brandon Bernard read the following statement:

“Mr. Moll has temporarily vacated the seat of President as he moves forward with personal matters. As the Vice President, I will fill the seat of President until such time that Mr. Moll returns as President. The seat of Vice President will temporarily remain open.”

2. The Board met in an Executive Session prior to tonight’s Regular Board of Education Meeting to discuss personnel matters.

Students of the Month – presented by Mr. Edward Gardener

Intermediate School:	Grace Ginder & Logan Tice (Mrs. Reichard’s 5 th Grade class)
Middle School:	Jalissa Nolt & Mason Bennetch
High School:	Kayla Harnish & Seth Martin

Students were recognized and congratulated by their respective principal for their accomplishments and were presented with a plaque by Mr. Gardener.

Student Council Report

Lauren Newhouse, Student Council President, reported on several Student Council activities: several officers attended a recent Student Council Conference, which was very beneficial and interesting; Pennies for Patients will be held April 8-12; future activities/events – Talent Show, May 23, 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 Mrs. Boyer and approved by voice vote, all voting Aye, the Minutes of 02-10-14 & 03-03-14 was approved.

On a motion by Mrs. Boyer, seconded by Mr. Houtz and approved by voice vote, all voting Aye, the Treasurer’s Report was approved as presented and filed for audit for the month ending 02-28-14.

CONSENT ITEMS (items discussed 03-03-14)

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

Personnel Committee

- A. Approved a "Letter of Retirement" from the following individuals:
1. Stephanie Bicher, 3rd grade teacher – effective the last contracted teacher day of the 2013-2014 school year.
 2. Joyce Warholic, 1st grade teacher – effective the last contracted teacher day of the 2013-2014 school year.
 3. James Weaver, HS Health & Phys. Ed teacher – effective the last contracted teacher day of the 2013-2014 school year.
- B. Approved a "Letter of Resignation" from Joseph Sandoe, High School Chemistry teacher, effective August 16, 2014.
- C. Approved the following sabbatical requests for the 2014-2015 school year:
1. Heather Miller, Kindergarten teacher – full year
 2. Beth Kane, 2nd grade teacher – 1st semester
 3. Amy Zelinske – change in previously approved request *from* half year *to* full year sabbatical
- D. Approved a request from John Mentzer, HS Guidance, for 2.5 days of "Leave Without Pay," exact dates TBD.
- E. Approved a request from Paul Dissinger, HS Social Studies teacher, for a half-day (.5) of "Leave Without Pay," May 19, 2014.
- F. Approved a request from Gwen Wenger, Instructional Aide, for three (3) days of "Leave Without Pay," June 9, 10, 11, 2014.
- G. Approved the following trip/travel requests:
1. Lynn Aponick, HS Biology teacher, adult chaperone (Marie Hibshman) and twenty students to travel and participate at the Karen Noonan Environmental Center, Bishop's Head, MD, May 16-18, 2014. (Costs to the District are for a substitute only.)
 2. Paul Dissinger, Quiz Bowl advisor, adult chaperones, and eight students to travel and visit Princeton University, Princeton, NJ on April 9, 2014 (with a rain date of April 23). (Costs to the District are for a substitute only.)
- H. Approved adding the following individuals to the ELCO sub listing (pending receipt of all required documentation):
1. Kristin Zerbe – PK-4/Special Ed PK-8
 2. Nicole Duckworth – Instructional Aide/Secretary

Curriculum Committee – Mrs. Jadell Souders, Chair

- A. Approved the ELCO Ag Advisory Committee Minutes of February 12, 2014. (Public Attachment)

Finance Committee – Mrs. Carrie Boyer, Chair

- A. Approved budget transfers. (Board Attachment)

NON-CONSENT ITEMS**Personnel Committee – Mr. Edward Gardener, Chair**

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

- A. *Approved Kyle Moll as a volunteer Track & Field coach for the 2014 spring sports season (pending receipt of all required documentation).*

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

- B. Approved leave requests from the following:**

1. Karen Keppley, custodian, retroactive to March 5, 2014 through approximately March 17, 2014.
2. Allison Ebersole, 1st Grade teacher – beginning approximately May 24, 2014, returning to the classroom 2nd semester of the 2014-2015 school year.

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

- C. Approved a trip/travel request from Kenneth Miller (HS TSA Advisor), Kim Sandoe (MS TSA Advisor), and nine (9) students to travel and attend the TSA State Conference at the Seven Springs Resort and Conference Center, Seven Springs, PA, to be held April 9-12, 2014. (Costs to the District include substitutes and transportation, which have been budgeted.) (Board Attachment)**

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

- D. Approved employment of Dawn Raiger, as a Personal Care Aide (subject to assignment), at an hourly rate of \$9.64, at 6.5 hours per day. Start date pending receipt of all required documentation.**

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

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

1. Kristi Kilheffer – Instructional Aide/Secretarial
2. Lisa Bartlett – Family Consumer Science, Elem. K-6

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

- F. Approved revisions to the 2013-2014 Act 93 Agreement. (Board Attachment)**

Finance Committee – Mrs. Carrie Boyer, Chair

On a motion by Mrs. Boyer, seconded by Mr. Mark and approved by a voice vote, 6 Ayes - with 1 Abstention by Mr. Bernard, Item A was approved:

- A. Approved payment of bills as found listed and attached to the March 3, 2014 Board Agenda in the amounts indicated (Board Attachment):**

<i>General Fund payments in the amount of</i>	<i>\$1,125,797.91</i>
<i>Construction Fund payments in the amount of</i>	<i>\$15,900.00</i>
<i>Cafeteria Fund payments in the amount of</i>	<i>\$99,410.52</i>
<i>Debt Service</i>	<i>\$580,040.90</i>

Superintendent's Report

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

- A. Approved revisions to the following District Board Policies, 2nd Reading (Public Attachment):**

- 302 – Employees, Employment of Superintendent/Assistant Superintendent
- 303 – Employees, Employment of Administrators (possible elimination - per PSBA)
- 304 – Employee, Employment
- 305 – Employees, Employment of Substitute Employees
- 309 – Employees, Assignment and Transfer
- 314 – Employees, Physical Examination
- 314.1 – Employees, HIV Infection
- 317 – Employees, Disciplinary Procedures
- 323 – Employees, Smoking
- 324 – Employees, Personnel Files
- 330 – Employees, Overtime
- 335.1 – Employees, Family and Medical Leaves
- 343 – Support Employees, Paid Holidays
- 351 – Employees, Drug and Substance Abuse

- 610 – Finances, Purchases Subject to Bid
- 611 – Finances, Purchases Budgeted
- 913 – Community, Non-school Organizations/Groups/Individuals

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

B. Approved revisions the following District Board Policies, 1st Reading (Public Attachment)

- 217 – Pupils, Graduation Requirements
- 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. IU 13 Partnership Convention – Wednesday, April 9, 2014 to be held at Warwick Middle School, Lititz
Please complete invitation RSVP and return to Gloria Hill no later than March 24, 2014.
2. Next Board Meeting –*only one Board meeting for the month of April – Monday, April 14, 2014*

Public Comments – Items On/Off the Agenda

- Jocelyn Stahl – thanked the Board for the opportunity to speak at the last meeting; reiterated her concerns with the schedule for next year, but also reminded administration of suggestions for possible additional courses.
 - Both Dr. Zuilkoski and Ms. Haas responded to Mrs. Stahl.
 - Mr. Bernard also thanked Mrs. Stahl for her presentation and acknowledged the need for change.
- Melanie Bennetch – inquired about the facility fee schedule that will be set for the new school year.
 - Dr. Zuilkoski responded that the facility fee schedule is being developed and will be posted when completed.

Old Business

Mrs. Souders – commented on the FFA Minutes that were approved and the Unsatisfactory indicator listed, asking Ms. Haas for further explanation. Ms. Haas indicated the reason for the Unsatisfactory indicator was due to doors being ajar, which resulted in cold room temps.

New Business

Mrs. Souders made a motion to add an item to the agenda, seconded by Mr. Houtz and approved by voice vote, all voting Aye, the following motion was added:

Move to approve the 2014-2015 High School Curriculum Guide.

On a motion by Mrs. Souders, seconded by Mr. Gardener and approved by voice vote, all voting Aye, the motion was approved:

Approved the 2014-2015 High School Curriculum Guide.

Adjournment

On a motion by Mr. Houtz, seconded by Mr. Gardener 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