

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

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

March 3, 2014

The Committee-of-the-Whole Board of Education Meeting was called to order by President Moll at 6:00 p.m.

The Eastern Lebanon County School Board met in Committee-of-the-Whole Session in the ELCO High School Library with President Moll presiding and leading in the Opening Exercises. President Moll announced a "Moment of Silence" would be observed in memory of our 2nd grade student at Jackson Elementary, who passed away earlier in the day.

Roll Call

The Secretary called the roll. The following members were present: Mrs. Souders, Mrs. Walck; and Messrs. Bernard, Gardener, Houtz, Kahl, Mark and Moll. Absent from the meeting was Mrs. Boyer. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Mrs. Stauffer, Ms. Haas, Mr. Gerhart, Mrs. Bowersox, Mr. Cascarino, Mr. Sweger, Mrs. Shoemaker; Gwen Boltz, Bob Boltz, Stacy Kunkelman, Doug Dresch; Gloria Hill, Board Secretary; Laura LeBeau of WLBR; one faculty member and four community members.

Board President Communications

No communications reported.

Written Requests to Address the Board

1. Jocelyn Stahl – ELCO's motto "Expect Excellence"
Mrs. Stahl shared her concerns regarding the newly approved high school schedule for the 2014-2015 school year. She asked the members of the Board and administrators to consider suggestions to the schedule based upon research she presented.

Public Comments – Items On the Agenda

No comments were made.

ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

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

- A. Approved a trip request from David Fair - Band Director, and high school student qualifying for Regional Band to travel and participate in the Regional Band Festival to be held at Big Spring High School, Newville, PA, March 14-15, 2014. (Cost to the district is for substitute and use of the school van).**

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

- B. Approved a trip request from Lisa Fulton - MS Guidance Counselor, to travel and attend training for the WEB Transition Program (a 6th grade transition program that will be implemented for the following school year), to be held March 16-19, 2014 in New Paltz, NY. (Costs to attend have been budgeted.)**

Finance Committee – Mr. Jack Kahl, Acting Chair

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

A. Approved removing from the Table a motion to approve Resolution authorizing incurrence of debt, which was tabled February 10 2014.

Item B

Mr. Gardener asked Ms. Boltz if all issues in question have been resolved with the updates made to the Resolution. Ms. Boltz assured the Board that all issues have been resolved.

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

B. Approved Resolution #03-03-14-I authorizing incurrence of debt. (Board Attachment)

NON-ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following items, noting that *Item H will be removed from Consent Items* on the agenda of March 10 2014:

- A. Recommend approval to accept 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. Recommend approval to accept a “Letter of Resignation” from Joseph Sandoe, High School Chemistry teacher, effective August 16, 2014.
- C. Recommend approval of 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. Recommend approval of a request from John Mentzer, HS Guidance, for 2.5 days of “Leave Without Pay,” exact dates TBD.
- E. Recommend approval of a request from Paul Dissinger, HS Social Studies teacher, for a half-day (.5) of “Leave Without Pay,” May 19, 2014.
- F. Recommend approval of a request from Gwen Wenger, Instructional Aide, for three (3) days of “Leave Without Pay,” June 9, 10, 11, 2014.
- G. Recommend approval of 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. *Recommend approval of Kyle Moll as a volunteer Track & Field coach for the 2014 spring sports season (pending receipt of all required documentation).*

I. Recommend approval 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

The Board reviewed the following item:

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

General Services Committee – Mr. Scott Houtz, Chair

No items to report.

Finance Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following items, noting *Item A will be removed from Consent Items* on the agenda of March 10, 2014:

A. *Recommend approval for 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>

B. Recommend approval of budget transfers. (Board Attachment)

Superintendent's Report

The Board reviewed and discussed the following items:

A. Recommend approval to revise 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

B. Recommend approval to revise 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

Dr. Zuilkoski made the following announcements:

Announcements/Info:

1. High School Musical, “Cinderella” – March 21 & 22, 2014 – 7:30 p.m., HS Auditorium – tickets available through the HS office
 - Sr. Citizens Breakfast and Performance – Friday, March 21
Free Breakfast sponsored by the ELCO Rotary – 8:00 a.m. – tickets available through the HS office
Musical Performance for Sr. Citizens – 9:00 a.m. – high school auditorium (no ticket required)

Public Comments – Items On/Off the Agenda

No Comments were made.

Old Business

1. Dr. Zuilkoski announced that the picture that hung in the HS Library of Mr. Jerry Yeagley has been relocated and hung in the lobby of the HS Athletic Department.
2. Mr. Gardener stated that many parents have expressed concern about the date of graduation.
3. Dr. Zuilkoski responded - As of today, March 3rd, graduation remains as originally scheduled, which is June 5th.

New Business

No new business was reported.

Adjournment

On a motion by Gardener, seconded by Houtz and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary

Next School Board Meeting – March 10, 2014