

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

Regular Board of Education Meeting  
ELCO High School Library

January 9, 2017

The Regular Board of Education Meeting was called to order by Vice President Houtz at 6:06 p.m.

The Eastern Lebanon County School Board met in a Regular Session in the ELCO High School Library with Vice President Houtz presiding and leading the Opening Exercises.

Roll Call

The Secretary called the roll. The following members were present: Mrs. Souders, Mrs. Stahl; and Messrs. Gardener, Houtz, Kahl, Mark, and Ondrusek. Absent from the meeting was Mr. Bernard; and Mrs. Boyer attended via GoToMeeting. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Dr. Stauffer, Ms. Haas, Mrs. Kassay, Mr. Gerhart, Mrs. Hower, Mrs. Shoemaker, Mr. Sweger, Mr. Cascarino, Mr. Rohrbaugh, Mr. Boltz, Mr. Dresch, and Mrs. Kunkelman; Mr. William Zee, Solicitor; Gloria Hill, Board Secretary; and community residents, faculty members; and reporter, Laura LeBeau of WLBR.

Board President Communications

- No communications were reported

Students of the Month – presented by Mr. Jack Kahl

ELCO Intermediate School:	Abigail Landis & Camden Marquette (*Mr. Longenecker's 5 <sup>th</sup> grade class)
ELCO Middle School:	Molly Gray & Virdicio Chekanov
ELCO High School:	Kelsey Stubblebine & Quinten Weaver**

\*In attendance

\*\*Student unable to attend and will be recognized at a future meeting.

Student Council Report

Elizabeth Palashnyuk reported on Student Council activities recently held and being planned. Recent activities held were – Holiday Fun Day held the last day before the holiday break; upcoming activities – attending the PASC (PA Student Council) Conference at Elizabethtown College in February 2017.

Teacher/Student Presentations

PBIS Student Conference – Presented by Ms. Kelsey Moll with student input by Emily Walck

Emily gave an update on the information shared at the conference, which emphasized implementing programs to encourage positive behavior.

Therapy Dog – Presented by Ms. Kelsey Moll

Ms. Moll explained the benefits of using a therapy dog in a Special Ed/Emotional Support classroom setting.

Vice President Houtz thanked the parents and students for attending the meeting in which recognition was given to the Students of the Month. Students were congratulated by their respective principal for their accomplishments, many activities and organizations they are involved with, and the student's aspirations for the future. Each student recognized was presented with a plaque by Mr. Kahl.

### Public Comments for Items on the Agenda

- Erin Stettler – had budget questions regarding the recent presentation at the Finance Committee Meeting

Dr. Zuilkoski and Mr. Rohrbaugh addressed the questions and concerns presented.

### **District Feasibility Study**

Mr. Mike Kelly and the team from KCBA presented the info to the Board on what they found during the recent assessment study of all buildings in the District. A PowerPoint presentation was used to show the Board the results of the study performed, which included every building in the District. A time of questions and answers was provided to both the board and the public. The Feasibility Study and the PowerPoint presentation will be available on the District website for viewing.

### **2017-2018 Budget Presentation**

Mr. Kurt Rohrbaugh gave a presentation on the Preliminary 2017-2018 Budget. This presentation was also shared at the recent Finance Committee Meeting held on January 5, 2017. The Preliminary Budget will be available for viewing on the District website.

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, all voting Aye, the Minutes of 12-05-16 were approved.

On a motion by Mr. Ondrusek, seconded by Mr. Gardener and approved by Voice vote, all voting Aye, the Treasurer's Report of 11-30-16 was approved.

### Personnel Committee – Mr. Edward Gardener, Chair

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

- A. Approved a "Letter of Resignation" from Rene Kicklighter, Personal Care Assistant, effective December 21, 2016.

On a motion by Mr. Gardener, seconded by Mrs. Stahl and approved by Voice vote, all voting Aye, Item B was approved:

- B. Approved a "Letter of Retirement" from Patricia Hall, Reading teacher, effective the last teacher day of the 2016-2017 school year.

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 change in employment status of Zachary Young *from* part-time custodian (4 hours per day) *to* full-time 2<sup>nd</sup> shift custodian (8 hours per day, subject to assignment), retroactive to January 3, 2017.

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 change in employment status of Tawny Fithian *from* substitute cafeteria employee *to* part-time cafeteria employee (subject to assignment), at the rate of \$9.76 per hour, 4.5 hours per day, effective January 10, 2017.

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

- E. Approved a change in employment status of Javier Lugo-Ramos *from* substitute instructional aide *to* full-time classroom paraprofessional (subject to assignment), at the rate of \$13.50 per hour, 7.5 hours per day, effective January 10, 2017.

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 Lauren Ritchie *from* part-time cafeteria employee *to* full-time Personal Care Assistant (6.75 hours per day, subject to assignment), at a rate of \$10.28 per hour, effective January 10, 2017.

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

- G. Approved an increase of .25 hours per day to Leann Clark, Personal Care Assistant, based upon student needs, effective January 10, 2017.

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

- H. Approved the employment of Harry Kantner, as a 2<sup>nd</sup> shift custodian (subject to assignment) effective on or about January 10, 2017, at the rate of \$10.69 per hour, 8 hours per day (pending receipt of all required documentation, clearances, and disclosures).

On a motion by Mr. Gardener, seconded by Mrs. Stahl and approved by Voice vote, all voting Aye, Item I was approved:

- I. Approved a new job description – High School Dean of Students. (Board Attachment)

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice vote, four (4) Ayes and three (3) NO votes by Mrs. Stahl, Mrs. Souders and Mr. Ondrusek, Item J was approved:

- J. Approved a change in employment status of Craig Soden *from* High School Physical Education teacher *to* High School Dean of Students, effective January 10, 2017, at a salary of \$70,000 (pro-rated for the remainder of the 2016-2017 school year).

On a motion by Mr. Gardener, seconded by Mrs. Stahl and approved by Voice vote, all voting Aye, Item K was approved:

- K. Approved Craig Soden as a Truancy Officer for the ELCO High School, effective January 10, 2017 through the end of the 2016-2017 school year.

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

- L. Approved William Petruska-Rhoads as a Co-Op student from the HVAC program at the Lebanon Career & Technology Center, effective January 10, 2017 through the end of the 2016-2017 school year, at an hourly rate of \$9.92.

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

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

1. Rene Kicklighter – Instructional Aide sub
2. Elizabeth Wissinger – Business Ed, ESL
3. Megan Roda – Grades PK-4
4. Ingrid Brenner – Cafeteria sub
5. Kelly Hollinshead – Instructional Aide/Secretarial sub

Finance Committee – Mr. Robert Mark, Chair

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

- A. Approved payment of bills as found listed and attached to the January 9, 2017, Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$3,005,109.03
Cafeteria Fund payments in the amount of	\$74,895.14

Capital Reserve Fund payments in the amount of	\$4,849.00
Debt Service payments in the amount of	\$11,589.31

### Superintendent's Report

Dr. Zuilkoski announced upcoming dates as follows:

#### Upcoming dates:

- January 13-14, 2017 – PMEA District VII Chorus Festival will be hosted at ELCO; a concert will take place on Saturday, January 14 @ 5:00 p.m., which is open to the public.
- January 16, 2017 – NO SCHOOL in observance of Martin Luther King Jr. Day (Emergency Make-up day)
- January 18, 2017 – Parent Info Night; MS Forum @ 6:30 p.m. – Stress Anxiety & Depression in Children
- January 25, 2017 – End of 2<sup>nd</sup> Marking Period

Dr. Zuilkoski concluded his report by recognizing and thanking the Board for their service and contributions to the District. January is PSBA Board Recognition Month.

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

No comments were made.

### Board Reports/Announcements/Comments

#### Reports:

- Personnel Committee Report – No report
- Curriculum Committee Report – the committee met at 5:00 on January 9, and covered a number of issues, which are ongoing. The Committee Chair will update the Board at next month's Board Meeting.
- Policy Committee Report – the committee will be meeting in the near future and continues to review policies.
- Technology Committee Report – No report
- General Services Committee Report – No report
- Finance Committee Report – the Finance Committee met on January 5 to view and discuss the Preliminary Budget for 2017-2018. The Committee will make a recommendation for approval of the Preliminary Budget on February 6, 2017.
- IU13 Rep Report – No report
- PSBA Rep Report – No report
- CTC Rep Report – The Chair shared that the CTC is currently entering into negotiations with support staff.
- HACC Rep Report – Mr. Kahl shared that enrollment at HACC is down approximately 5%. However, their efforts to fill the gap for students who do not choose to attend a 4-year program continue.
- Lebanon Co. EIT & Tax Collection Committee Rep Report – Mr. Mark shared the following: reorganization took place last month; entities which received overpayment during the EIT reconciliation are asked to make immediate payment; and the Tax Collection Committee plans to disband in the near future.

#### Announcements:

- Jadell Souders – noted the posting of highlights from each month's Board Meeting, which are on the School Board page of the ELCO website and thanked the administration for making this available to the public.

### Old Business

No Old Business was discussed.

### New Business

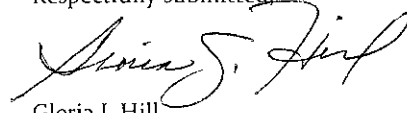
No New Business was discussed.

Vice President Houtz announced the next School Board Meeting will be held on Monday, February 6, 2017.

Adjournment

On a motion by Mr. Gardener, seconded by Mrs. Souders and approved by a Voice vote, all voting Aye, Vice President Houtz adjourned the meeting at 9:22 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gloria J. Hill".

Gloria J. Hill  
Board Secretary