

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

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

November 6, 2017

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Carrie Boyer 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 Boyer presiding and leading the Opening Exercises.

Roll Call

The Secretary called the roll. The following members were present: Mrs. Boyer, Dr. Smith and Mrs. Souders; and Messrs. Ferrari, Houtz, Kahl, Mark, and Ondrusek. Absent from the meeting was Mr. Gardener. Also in attendance were the following from the administrative team: Mrs. Vicente, Mrs. Davis, Ms. Haas, Mrs. Kassay, Mr. Gerhart, Mrs. Hower, Mr. Cascarino, Mr. Soden, Mrs. Shoemaker, Mr. Seldomridge, Mr. Boltz, Mrs. Kunkelman, Mr. Dresch; Gloria Hill, Board Secretary; William Zee, Solicitor; and faculty and community members.

Board President Communications

- The Board met in an Executive Session today at 5:30 p.m. to discuss confidential personnel matters.

Enrollment Presentation

Mr. Seldomridge presented information on enrollment projections for the next five years.

Public Comments – Items On the Agenda

No comments were made.

Board Committee & Rep Reports

- Personnel Committee – Mr. Gardener, absent from meeting
 - No report at this time.
- Curriculum Committee – Mr. Kahl
 - Mr. Kahl gave an update on a meeting that occurred on November 6, 2017, which included a review of the My Math program, an Ag textbook being recommended for the Agricultural Mechanics class, and Driver's Ed – On the Road Training.
- Policy Committee – Mrs. Souders
 - The Committee held two meetings on October 23rd and October 30th to review policies 100-116, and policy 819, which is being recommended for 1st Reading. A report of the meeting minutes of 10/23 and 10/30 are attached. The next scheduled meeting will take place on November 13th at 5:00 p.m. in the High School LGI room, with the continuation of policy review starting at policy 117. Mrs. Souders expressed her thanks to the committee, as well as Mrs. Davis and Mrs. Vicente.
- Technology Committee – Mr. Mark
 - No report at this time.
- General Services Committee – Mr. Houtz
 - The Committee met at 5:15 p.m. on November 6, 2017, in which an update on the LED lighting project was given. Discussion took place and a recommendation will be taken to the full board to proceed with the project. Funds for the purchase of materials will be taken out of monies left in the Construction Fund, noting labor and installation will be completed by our maintenance personnel.
 - HS Renovation Ad Hoc Committee – Two meetings were held, October 25th and November 1st with Mr. Houtz updating the full board on all items discussed. The meeting minutes are attached. Mike Kelly from KCBA discussed the importance of identifying priorities, and showed a comparison of the existing space to the proposed space. A "walking tour" was also featured at the first meeting. The second meeting reviewed three lenses to consider in the potential renovation. The committee also received an overview of a visit to Lampeter-Strasburg School District's Agricultural program by both administrators and faculty. It was relayed a plan will be shared to involve high school students, high school and district office staff on input and design of the proposed renovation. The next scheduled meeting will take place on November 15, 2017 at 6:00 p.m. in the High School LGI room.
- Finance Committee – Mr. Mark
 - Mr. Mark is hopeful in bringing a recommendation to the board on the hiring of a new Business Manager.
- IU13 Report – Mr. Ondrusek
 - Mr. Ondrusek will be attending the next meeting to be held November 8th at the Lebanon campus of IU13.

- PSBA Report – Mr. Ferrari
 - Mr. Ferrari gave an update on the recent PSBA Delegate Assembly session held in Hershey, reporting on the officers elected. Good information was gathered at the different sessions he attended. Mr. Ferrari will give a more extensive report at a future meeting.
- CTC Report – Mrs. Souders
 - Mrs. Souders attended the last meeting held and gave highlights of programs being conducted at the CTC. She also reported on ELCO students who have been elected as officers in several areas, the recognition of the CTC's National Honor Society, and the upcoming Community Open House to be held at the CTC on November 16th.
- HACC Report – Mr. Kahl
 - Mr. Kahl attended the semi-annual council meeting reporting on exciting news; Work Force Development for both student and adult learners in medical fields, and Certificate programs being offered at HACC can be applied to future degrees (i.e., Associates, Bachelor's).
- Lebanon County EIT & Tax Collection Report – Mr. Mark
 - The next meeting will be held on November 15, 2017.

ACTION ITEMS

Personnel Committee – Dr. Smith, Acting Chair

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

- A. Approved the employment of Jean Henry, as a Personal Care Assistant (subject to assignment), at the rate of \$13.50 per hour (6.75 hours per day), retroactive to November 1, 2017, noting all required documentation, clearances, and disclosures are on file.**

On a motion by Dr. Smith, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, Item B was approved:

- B. Approved a new hourly rate to David Rhoads, HS Head Custodian, of \$13.37 per hour, retroactive to July 1, 2017.**

On a motion by Dr. Smith, seconded by Mr. Kahl and approved by Voice vote, all voting Aye, Item C was approved:

- C. Approved a change in employment status of Brittany Ehrhart from 2nd shift custodian to Head Custodian, at the rate of \$12.72 per hour, effective November 7, 2017.**

On a motion by Dr. Smith, seconded by Mr. Mark and approved by Voice vote, all voting Aye, Item D was approved:

- D. Approved a "Letter of Resignation" from Ashley Haldeman, ESL teacher, effective January 16, 2018.**

NON-ACTION ITEMS

Personnel Committee – Dr. Smith, Acting Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval adding the following individuals to the ELCO sub listing (pending receipt of all required documentation/clearances/disclosures) as listed:**
1. Donna Schreckengost – Cafeteria sub
 2. Kimberly Wilson – Cafeteria sub
 3. Dara Machotka-Hafey – IU sub, all areas
 4. Kimberly Miller – IU sub, all areas
 5. Jennifer Troiano – IU sub, all areas
 6. Olivia Tawadrous – IU sub, all areas
 7. Olivia Carberry – IU sub, all areas

Curriculum Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval the ELCO Agriculture Local Advisory Committee Minutes and the ELCO Agriculture Occupational Advisory Committee Minutes of September 26, 2017. (Board Attachment)**

- B. Recommend for approval a new textbook for Agriculture Mechanics for the 2nd semester of the 2017-2018 school year.
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| Publisher: | Cengage Learning |
| Textbook Title: | <i>Agricultural Mechanics and Applications, 7th edition</i> |
| Author: | R.V. Herren, Ed.D. |
| Copyright: | 2015, 7 th Edition |

Policy Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following item.

- A. Recommend for approval the following new/revised/deleted Board Policies, 1st Reading (Public Attachments):

1. Policy #100 – Comprehensive Planning (revised)
2. Policy #101 – Mission Statement/Vision Statement/Values (revised)
3. Policy #102 – Academic Standards (revised)
4. Policy #103 – Nondiscrimination in School and Classroom Practices (revised)
5. Policy #103.1 – Nondiscrimination – Qualified Students with Disabilities (revised)
6. Policy #104 – Nondiscrimination in Employment and Contract Practices (revised)
7. Policy #105 – Curriculum (revised)
8. Policy #105.1 – Review of Instructional Materials by Parents/Guardians and Students (revised)
9. Policy #105.2 – Exemption From Instruction (revised)
10. Policy #106 – Guides for Planned Instruction (revised)
11. Policy #107 – Adoption of Planned Instruction ((revised)
12. Policy #108 – Adoption of Textbooks (revised)
13. Policy #109 – Resource Materials (revised)
14. Policy #109.1 – Resource Materials – Challenges/Reconsideration (deleted)
15. Policy #110 – Instructional Supplies (revised)
16. Policy #112 – Guidance Counseling (revised)
17. Policy #113 – Special Education (revised)
18. Policy #113.1 – Discipline of Students with Disabilities (revised)
19. Policy #113.2 – Behavior Support (new)
20. Policy #113.2 – Request for Independent Educational Evaluations (deleted and replaced by new policy)
21. Policy #113.3 – Screening and Evaluations for Students with Disabilities (revised)
22. Policy #113.4 – Confidentiality of Special Education Student Information (new)
23. Policy #114 – Gifted Education (revised)
24. Policy #115 – Career and Technical Education (revised)
25. Policy #116 – Tutoring (revised)
26. Policy #819 – Suicide Awareness, Prevention and Response (revised)

Superintendent's Report

Mrs. Vicente reported on the FFA competitions held at the Lebanon County Expo. Both Mrs. Vicente and Ms. Haas attended the competition. Twenty-seven school districts and CTC's from the Eastern Region competed. ELCO had twenty students participating. Another competition will be held in the Spring. We are the only region in the Commonwealth that holds this type of competition. Another area reported was the recent auditions held for the upcoming PMEA District 7 Chorus Festival to be held in January. Out of the 745 students auditioning for the 200 seats in the choir, five students selected are from ELCO.

Upcoming dates:

- November 7, 2017 – Election Day
- November 9, 2017 – MS/HS Tri-M Induction and Recital, 6:30 p.m. in the HS Auditorium
- November 13, 2017 – Parent/Teacher Conferences, NO School for students K-12
- November 14, 2017 – ½ day for students K-5, Parent/Teacher Conferences
- November 17 & 18, 2017 – HS Fall Play, 7:30 p.m.
- November 21, 2017 – HS National Honor Society Induction, 7:00 p.m. in the HS Auditorium
- November 22-27, 2017 – Thanksgiving Break – SCHOOL is CLOSED

Public Comments – Items On/Off the Agenda

- Tracy Hayes – shared information regarding the Science in Motion program, which is a free program offered to middle schools and high schools.

Mrs. Boyer thanked Mrs. Hayes for sharing the information on this program.

Board Announcements/Comments

- Mrs. Souders – requested announcement/information be made available on the website for the fall play; relayed information about the recent Student Council Conference held in Red Lion – a full report to the board will be given in the near future by

the Student Council; Haunted Hallways held at the High School was wonderful! She thanked the students, advisors, staff, and faculty for all their hard work, and thanked the community for their support.

- Mr. Ondrusek – expressed appreciation to the Policy Committee for their work and efforts on the ongoing review process updating the District Policy Manual; and appreciates those running for school board.
- Mr. Ferrari – the recent Middle School field trip to Washington, D.C. was a great trip; and kudos to the administration and teachers on the recent college fair held.
- Mr. Kahl – thanked the Ad Hoc Committee and the involvement received by many for the future plans. Discussion at the meetings has been very timely and beneficial. He noted potential board members have attended as well.

Old Business

No Old Business was discussed.

New Business

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

Move to approve the purchase of materials to replace the parking lot lighting at Fort Zeller Elementary School, Jackson Elementary School, the ELCO Intermediate School and the ELCO Middle School, for the purpose of conversion to LED, in the amount of \$64,774.90, from the Construction Fund.

On a motion by Mr. Houtz, seconded by Mr. Ferrari and approved by Voice vote, all voting Aye, the following motion was approved:

Approved the purchase of materials to replace the parking lot lighting at Fort Zeller Elementary School, Jackson Elementary School, the ELCO Intermediate School and the ELCO Middle School, for the purpose of conversion to LED, in the amount of \$64,774.90, from the Construction Fund.

Adjournment

On a motion by Mr. Ondrusek, seconded by Mrs. Souders and approved by a Voice vote, all voting Aye, President Boyer adjourned the meeting at 6:53 p.m.

Respectfully submitted,

Gloria J. Hill
Board Secretary

Next School Board Meeting – Monday, November 20, 2017