Committee-of-the-Whole
Board of Education Meeting

ELCO Senior High School Library

May 7, 2018

5:00 p.m. NO Committee Meeting

6:00 p.m. Committee-of-the-Whole Board of Education Meeting

I. Call to Order

II. Opening Exercises

III. Roll Call

IV. Board President Communications
   • Appointment of Board Member to PSBA 2018 Delegate Assembly
   • IU Board Membership Ballot – complete and return to Gloria Hill in envelope provided

V. Presentation – 2018-2019 Budget

VI. Public Comments – Items on the Agenda

VII. Board Committee & Rep Reports
   • Personnel Committee – Ms. Erin Stettler
   • Curriculum Committee – Dr. Barbara Smith
   • Policy Committee – Mrs. Jadell Souders
   • Technology Committee – Mr. Ray Ondrusek
   • General Services Committee – Mr. Jack Kahl
   • Finance Committee – Mrs. Tracy Gray Hayes
   • IU13 Rep Report – Mr. Ray Ondrusek
   • PSBA Rep Report – Mr. Tom Ferrari
   • CTC Rep Report – Mrs. Amber Weaver
   • HACC Rep Report – Mrs. Tracy Gray Hayes
   • Lebanon Co Tax Collection Committee Rep Report – Mr. Tom Ferrari

ACTION ITEMS

VIII. Personnel Committee – Ms. Erin Stettler, Chair

A. Move to approve the official start date as April 30, 2018 for Dawn Fitting, Specialized Paraprofessional.
   Background: Mrs. Fitting was approved on April 9, 2018 with a start date TBD. This motion sets Mrs. Fitting’s official employment start date.

B. Move to approve a “Letter of Resignation” from Kendra Smith, MS Café Manager, effective May 18, 2018.
C. Move to approve a one-time stipend in the amount of $1,500 to Debra Layser, Assistant Food Service Director, for additional responsibilities this year during the transition in the Food Services Department.
   Background: Mrs. Layser assumed additional responsibilities due to not having a Food Service Director in the District.

D. Move to approve two (2) summer weight room monitor positions with a stipend of $750 each.
   Background: The weight room will be monitored during the summer to supervise student athletes. The weight room will be open Monday–Thursday, two hours in the AM and two hours in the PM.

E. Move to approve the employment of the following individuals on a "Letter of Temporary Employment" as Technology Support Interns, with a start date on or about May 14, 2018 and ending August 24, 2018 (pending receipt of all required documentation, clearances and disclosures), at the rate of $10/hour, 20–30 hours per week, with no applicable benefits:
   Background: This is a partnership with Penn State Berks to assist the higher education program with fulfillment of coursework for completion of degree program.
   1. Christopher Geissler
   2. Mihir Kapadia

IX. Curriculum Committee – Dr. Barbara Smith, Chair

A. Move to approve new textbooks for the 2018-2019 school year as listed:

   Mathematics Grade Levels: 6-8
   Publisher: Houghton Mifflin Harcourt
   Textbook Title: Go Math!
   Author: Edward Burger, et al.
   Copyright: 2018

   English Language Arts Grade Levels: K-2
   Publisher: Houghton Mifflin Harcourt
   Textbook Title: Journeys
   Author: Shervaughnna Anderson, et al.
   Copyright: 2017

X. Finance Committee – Mrs. Tracy Gray Hayes, Chair

A. Move to approve the establishment of ELCO E-Sports Club for the 2018-2019 school year.
   Background: Information of the club’s officers, roster, and By-laws are on file.

B. Move to approve the Proposed Final 2018-2019 ELCO School District General Fund Budget (Roll Call Vote – Board Attachment).

Items for discussion to be approved May 21, 2018:

XI. Personnel Committee – Ms. Erin Stettler, Chair

A. Recommend for approval James Thomas as a mentor for Janice Koontz (High School Chemistry teacher) from April 23, 2018 through April 22, 2019.
   Background: Mrs. Koontz will be participating in the Induction Program throughout her first year in the District and Mr. Thomas will serve as her mentor during this time.

B. Recommend for approval a trip/travel request from Lucas Sandoe and the ELCO FFA to travel to Penn State University, State College, PA, June 12-14, 2018, to compete in the CDE (Career Development Events) competition.
   Background: This is a State competition for FFA with costs covered by the FFA Student Activities Fund.

C. Recommend for approval a trip/travel request from Amy Weddle, FBLA Advisor, and three students, to travel and compete in the FBLA National Competition in Baltimore, MD, June 27 - July 1, 2018.
Background: This is a National competition for FBLA with costs covered by budgeted funds for the advisor; students costs are funded by the student.

XII. Policy Committee – Mrs. Jadell Souders, Chair

A. Recommend for approval revisions to and/or new Board Policies 2nd Reading (Board Attachment):

1. Policy #301 – Creating a Position (revisions)
2. Policy #302 – Employment of Superintendent/Assistant Superintendent (revisions)
3. Policy #304 – Employment of District Staff (revisions)
4. Policy #305 – Employment of Substitutes (revisions)
5. Policy #306 – Employment of Summer School Staff (revisions)
6. Policy #307 – Student Professionals (revisions)
7. Policy #308 – Employment Contract/Board Resolution (revisions)
8. Policy #309 – Assignment and Transfer (revisions)
9. Policy #312 – Performance Assessment of Superintendent/Assistant Superintendent (new)
10. Policy #313 – Evaluation of Employees (revisions)
11. Policy #314 – Physical Examination (revisions)
12. Policy #315 – Disqualification by Reason of Health (delete)
13. Policy #316 – Non-tenured Employees (delete)
14. Policy #317 – Educator Misconduct (revisions)
15. Policy #318 – Penalties for Tardiness (revisions)
16. Policy #319 – Outside Activities (revisions)
17. Policy #320 – Freedom of Speech in Non-school Settings (revisions)
18. Policy #322 – Gifts (revisions)
19. Policy #323 – Tobacco (revisions)

B. Recommend for approval revisions to and/or new Board Policies 1st Reading (Board Attachment):

1. Policy #326 – Complaint Policy (revisions)
2. Policy #327 – Management Team (delete)
3. Policy #328 – Compensation Plan and Evaluation
4. Policy #331 – Job Related Expenses

XIII. Curriculum Committee – Dr. Barbara Smith, Chair

A. Recommend for approval the listing of the 2018 graduating seniors, pending successful completion of all requirements. (Board Attachment)

XIV. General Services Committee – Mr. Jack Kahl, Chair

A. Recommend for approval the 2018-2019 breakfast and lunch prices as listed:

- Elementary (K-5): $1.65 for breakfast; $2.60 for lunch (increase of $.05 from 17-18)
- Secondary (6-12): $1.85 for breakfast; $2.70 for lunch (increase of $.05 from 17-18)
- Adult: $3.50
- Extra Milk: $0.50

XV. Finance Committee – Mrs. Tracy Gray Hayes, Chair

A. Recommend for approval the renewal of general property liability insurance and worker’s compensation insurance packages in the total amount of $217,698. (Board Attachment)

Background: This includes an increase in excess liability (umbrella) from $10,000,000 to $15,000,000. It is a 2% increase in premium over prior year.

B. Recommend for approval the 2018-2019 Lebanon County CTC Budget (Roll Call Vote – Board Attachment).

XVI. Superintendent’s Report

Upcoming Dates:
- May 8, 2018 – Middle School Spring Concert, 7:00 PM – HS Auditorium
- May 9, 2018 – Veterans History Project, 5:00 PM – HS Library
• May 10, 2018 – Intermediate School Spring Concert, 7:00 PM - HS Auditorium
• May 11, 2018 – ½ day for students; Teacher In-service
• May 15, 2018 – Veterans History Project, 4:45 PM – HS Library
• May 22, 2018 – Celebrate the Arts @ the ELCO High School, 5:00 PM
• May 23, 2018 – High School Awards Program, 7:00 PM
• May 24, 2018 – High School CTC Certificate & Awards Program, 7:00 PM
• June 5, 2018 – High School Baccalaureate, HS Auditorium – 7:00 PM
• June 7, 2018 – High School Commencement @ New Beginnings Auditorium, 6:30 PM
• June 8, 2018 – Snow Make-up Day from 2/7/18
• June 11, 2018 – Snow Make-up Day from 3/7/18
  ▪ Last day for Kindergarten
• June 12, 2018 – Snow Make-up Day from 3/21/18; last student day grade 1 – 11 (Early dismissal, modified schedule)
• June 12, 2018 – End-of-Year Recognition Lunch & Program, HS Café/Auditorium, 12:30 PM
• June 13, 2018 – Records & Reports Day; last teacher day

XVII. Public Comments – Items On/Off the Agenda
XVIII. Board Announcements/Comments
XIX. Old Business
XX. New Business
XXI. Adjournment

Next Scheduled Board Meeting – Monday, May 21, 2018