

**EASTERN LEBANON COUNTY SCHOOL DISTRICT**  
**180 ELCO DRIVE, MYERSTOWN, PA 17067**

**Regular Board of Education Meeting**

**District Board Room**  
**Hybrid (In-person and via Zoom)**

**September 18, 2023**

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5:15 p.m.                      Executive Session

The board will meet in Executive Session for the purpose of discussing confidential personnel matters.

6:00 p.m.                      Regular Board of Education Meeting

- I.     Call to Order
- II.    Moment of Silent Meditation
- III.   Pledge of Allegiance
- IV.   Roll Call
- V.    Board President Communications
- VI.   Student Council Report – Aaron Plummer, Treasurer
- VII.   Public Comments – Items On the Agenda
  - A.   Residents and taxpayers may make comments concerning items on the agenda pertaining to Board governance or the operation of the District’s schools.  
**NOTE:** Personnel matters are never discussed at public meetings.
  - B.   Residents and taxpayers desiring consideration of School Board action on a topic not included on the agenda may make a written request to the Superintendent by Thursday, 12:00 noon, prior to the day of the meeting. This is in accordance with Policy 903 in the official policy manual of the School District.
- VIII.   Approval of Minutes (08-21-2023 and 09-05-2023)
- IX.    Approval of Treasurer’s Report (08-31-2023)

X. CONSENT ITEMS – Mr. Jack Kahl (item discussed 09-05-2023)

Finance Committee

- A. Move to direct Michael Miller, Board Secretary, to cast the Board's vote (electronically) for the following PSBA Officers: (Board Attachment)

President Elect (one-year term ending December 31, 2024)

- Allison Mathis

Vice President Elect (one-year term ending December 31, 2024)

- Sabrina Becker

PSBA Insurance Trustees (three-year term ending December 31, 2026), you may vote for two.

- Marianne Neel
- Mike Faccinetto

NON-CONSENT ITEMS FOR APPROVAL

XI. Personnel Committee – Mrs. Dotty Noll, Chair

- A. Move to approve the following individuals serving as a Building Technology Mentor for the 2023-2024 school year to support cohorts of teachers participating in Apple Professional Learning, as listed.

*Background: Positions added last school year per a Memorandum of Understanding between the Eastern Lebanon County School District and the Eastern Lebanon County Education Association. These positions are budgeted.*

1. Wendy Kerst
2. Amanda Templeton

- B. Move to approve the following individuals for extra-curricular positions for the 2023-2024 school year, as listed:

Stipend Position	2023-2024 Advisor
Envirothon	Angela Bicher
Quiz Bowl Advisor	Jeffrey Bennett

- C. Move to approve the following individual as a Volunteer Coach for the Fall 2023 sports season as listed: (Board Attachment)

1. Holly Hartman – Girls Volleyball

- D. Move to approve Chuck Gerberich as the Head High School Cross Country Coach for the 2023 Fall sports season. (Board Attachment).

- E. Move to approve the employment of Stephanie Werner, as a part-time Food Service employee (subject to assignment), at an hourly rate of \$13.30, 5.0 hours/day (10-month position) effective September 19, 2023, pending receipt of all required documentation, clearances, and disclosures. This position does not include benefits.

*Background: Position filled due to building transfer.*

- F. Move to approve the following mentors for the 2023-2024 school year as listed:

**Mentor**

Katie Kokan  
Amanda Templeton

**Teacher**

Jennifer Behney  
Amy Davis

- G. Move to approve adding the following individuals to the ELCO Volunteer listing for the 2023-2024 school year, as listed (noting all required documentation, clearances, and trainings are on file):

Lacey Brubaker	Kendra Ernfield	Nicoletta Lagonis
Vincent Brubaker	Erica Fox	Brittany Yeiser
Daren Ernfield	Heidi Kreiser	

- H. Move to approve the employment of Richard Casterline III, as a Social Studies teacher at ELCO High School, on a “Professional Contract” at a salary of Master’s – Step 9 (\$67,084), start date TBD, pending receipt of all required documentation, clearances, and disclosures.

*Background: Position filled due to resignation.*

## XII. Curriculum Committee – Ms. Megan Schaeffer, Chair

- A. Move to approve the trip/travel request for approximately 196 5<sup>th</sup> grade students and 10 chaperones to attend the annual overnight trip to Camp Swatara to be held May 30, 2024 – May 31, 2024.  
*Background: This is an annual trip. Costs are covered by a combination of Intermediate School field trip budget, Intermediate PTO budget, and students. Parent volunteers with clearances on file at the District Office will also serve as chaperones.*
- B. Move to approve a trip/travel request from Amy Weddle and Holly Hartman, and 18 high school FBLA students to travel and attend the FBLA State Leadership Workshop, to be held October 28-30, 2023, at the Kalahari Resort in Pocono Manor, PA.  
*Background: This is an annual trip that is budgeted.*
- C. Move to approve a trip/travel request from Greg Underkoffler, 13 staff chaperones, and approximately 200 8<sup>th</sup> grade students, to travel and visit sights in Washington, D.C., October 6, 2023.  
*Background: Annual trip that has been budgeted.*
- D. Move to approve the administration of the PA Youth Survey (PAYS) to 6<sup>th</sup>, 8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> grade students in October 2023.  
*Background: This survey is administered across Pennsylvania every other year at no charge to school districts. ELCO has participated regularly in this administration, including most recently Fall 2021. All families and students have the option to decline participation.*

## XIII. General Services Committee – Mr. David Ziegler, Chair

- A. Move to approve a contract with CSM Consulting, Inc., for assistance in securing e-Rate funding for Category 1 and Category 2 services that include federal reimbursement for Internet Services and bid proposals for networking equipment for the Fund Year rate at \$3,500 plus. 3.5% of the committed amount for Category 2. (Board Attachment)  
*Background: This is a reoccurring service assisting the district in seeking federal E-Rate funding reimbursement for network equipment that results in a federal reimbursement of up to 60% the cost of equipment. CSM also serves as a consultant for the Lancaster-Lebanon IU13 for E-Rate services of which ELCO is a member of the services for Category 1 WAN services. This is a budgeted expense.*

## XIV. Finance Committee – Mr. Ray Ondrusek, Chair

- A. Move to approve payment of bills as found listed and attached to the September 18, 2023, Board Agenda for payments made August 2023, in the amounts indicated: (Board Attachment)

General Fund payments in the amount of	\$3,839,678.57
Cafeteria Fund payments in the amount of	\$9,654.73
Capital Reserve Fund payments in the amount of	\$58,260.36
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$1,126,982.11
Student Activity payments in the amount of	\$8,842.02

XV. Superintendent's Report

- Principal's Reports
- Athletic Director Report

Upcoming Dates/Announcements:

September 27, 2023 – 2 hour late start for students K -12

September 30, 2023 – 6:00 pm – 10:00 pm – Homecoming

October 2, 2023 – 6:00 pm – Committee-of-the-Whole Board of Education Meeting

XVI. Public Comments – Items On/Off the Agenda

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XVII. Board Announcements/Comments

XVIII. Old Business

XIX. New Business

XX. Adjournment