

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

**Committee-of-the-Whole
Board of Education Meeting**

**District Board Room
Hybrid Meeting**

October 9, 2024

An Executive Session was held Wednesday, October 1, 2024, for the purpose of Employment Matters.

4:30 p.m. Executive Session - for the purpose of Employment Matters.

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

I. Call to Order

II. Moment of Silent Meditation

III. Pledge of Allegiance

IV. Roll Call

V. Board President's Communications

VI. Presentation

- 32-year service plaque to Mr. Jack Kahl – Mrs. Becky Dussinger, PSBA

VII. Board Committees & Rep Reports

- Personnel Committee
- Curriculum Committee
- General Services Committee
- Finance Committee
- IU13 Rep Report
- PSBA Rep Report
- CTC Rep Report
- Lebanon County Tax Collection Committee Rep Report
- ELCO Education Foundation

VIII. 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.

ACTION ITEMS FOR APPROVAL

IX. Personnel Committee – Mr. Howard Kramer, Chairperson

- A. Move to approve the employment of Christy Haldeman, full-time Specialized Paraprofessional (subject to assignment), at an hourly rate of \$15.39, 7.5 hours/day (10-month position), start date on or about October 10, 2024, pending receipt of all required documentation, clearances, and disclosures.

Background: This position is being filled due to a resignation.

- B. Move to approve the employment of Sandra Hammock, full-time Specialized Paraprofessional (subject to assignment), at an hourly rate of \$16.57, 7.5 hours/day (10-month position), start date on or about October 10, 2024, pending receipt of all required documentation, clearances, and disclosures.

Background: This position is being filled due to a resignation.

- C. Move to approve the employment of Sarah Hoerner, full-time Paraprofessional (subject to assignment), at an hourly rate of \$13.93, 7.5 hours/day (10-month position), start date on or about October 10, 2024, pending receipt of all required documentation, clearances, and disclosures.

Background: This position is being filled due to a resignation.

- D. Move to approve the employment of Kylie Weidman, full-time Specialized Paraprofessional (subject to assignment), at an hourly rate of \$15.01, 7.5 hours/day (10-month position), start date TBD, pending receipt of all required documentation, clearances, and disclosures.

Background: This is a new position budgeted for the 2024-2025 school year.

- E. Move to approve the employment of Jacob Lucas, full-time Custodian (subject to assignment), at an hourly rate of \$14.39, 8.0 hours/day (12-month position), start date effective and retroactive to October 1, 2024, pending receipt of all required documentation, clearances, and disclosures.

Background: This position is being filled due to a resignation.

- F. Move to accept a “Letter of Resignation” from Jacob Lucas, full-time custodian, effective and retroactive to October 2, 2024.

- G. Move to amend the start date of Daniel Genova, short-term High School Social Studies substitute, to be effective and retroactive to September 4, 2024.

Background: The official start date was previously approved to be September 9, 2024. This motion reflects the correct start date.

- H. Move to accept a “Letter of Resignation” from Daniel Genova, short-term High School Social Studies substitute, effective and retroactive to October 4, 2024.
- I. Move to accept a “Letter of Resignation” from Anna Martin, full-time Specialized Paraprofessional, effective October 25, 2024.
- J. Move to accept a “Letter of Resignation” from Hannah Kibby, full-time Paraprofessional, effective and retroactive to September 26, 2024.
- K. Move to approve a “Letter of Temporary Employment” to Hannah Kibby, as a short-term Intermediate School Learning Support substitute teacher, start date effective and retroactive from September 26, 2024, through January 1, 2025, at a daily rate of \$155.00.
Background: This position is being filled due to a permanent teacher on leave.
- L. Move to approve the official start date of Andrew Harven, long-term High School Mathematics teacher, effective and retroactive to October 7, 2024.
Background: This teacher was approved August 19, 2024, with a TBD start date with the district.
- M. Move to approve a change in the employment status of Rebecca Kreitzer *from* full-time Custodian *to* full-time Head Custodian (subject to assignment), at an hourly rate of \$18.45, 8.0 hours/day (12-month position), effective October 14, 2024.
Background: Ms. Kreitzer’s employment status will change due to the retirement of a Head Custodian.
- N. Move to recommend the following individual in an extra-curricular position for the 2024-2025 school year.

Jonathan Swift – Intermediate School Musical Director

- O. Move to approve adding the following individuals to the ELCO sub list for the 2024-2025 school year, pending receipt of all required documentation, clearances, and disclosures.

Audrey Firestine – Substitute Nurse
Leah Ruby – Substitute Teacher
Louise Ciesielka – IU Guest Teacher

- P. Move to approve adding the following individuals to the ELCO volunteer listing for the 2024-2025 school year, as listed, (noting all required documentation, clearances, and trainings are on file):

Jessica Behm	Adam Englehart	Jessica Fake
Ashley Fuhrman	Jessica Hoffer	Elisha Shirk
Shelby Stauffer	Jenifer Baughman-Fetzer	

- Q. Move to approve the following individuals as coaches for the 2024-2025 Winter Sports Season, (pending receipt of all required documentation, clearances, and disclosures), as listed:

Boys’ Basketball:	Head Varsity Coach Assistant Coaches	Brad Connors Wes Soto, Tom Eberly Earl Thomas
Girls’ Basketball:	Volunteer Coaches Head Varsity Coach Assistant Coaches	Scott Attivo, Douglas Strickler Karl Keath Robert Miller, Scott Laicha Sue Gingrich

	Volunteer Coaches	Derek Fulk, Alexis Thomas Zoe Zerman
Bowling:	Head Varsity Coach	Pam Rittle
Cheerleading:	Head Varsity Coach	Liana Raihl
	Assistant Coach	Marysia Daly
Boys' Wrestling:	Head Varsity Coach	Matt Fittery
	Assistant Coaches	Craig Ziegler, Chris Longstaff Warren Zimmerman
	Volunteer Coaches	David Ziegler, Brandon Lawrence, Wesley Bankus
Indoor Track:	Head Varsity Coach	Mike Harnish
	Assistant Coaches	Holly Hartman, Jackie Bender
Weight Room Monitor:		Bob Williams

X. Curriculum Committee – Mrs. Joya Morrissey, Chairperson

- A. Move to approve a three-year subscription with MakeMusic Cloud at a cost of \$1,116.49 per year based on the number of students participating in Middle School Band. (Board Attachment).
Background: This is a renewal of software used as an online practice tool that provides immediate feedback on a students' individual performances. Performers can learn their parts correctly at home while the band director can access the practice analytics to work with specific students and/or parts of the performance. The cost of this software has been budgeted.
- B. Move to approve the Participation Agreement between ELCO School District and the Pennsylvania Higher Education Assistance Agency (PHEAA) to participate in the PA Student Teacher Stipend Program. (Board Attachment)
Background: Act 33 of 2023 created an Educator Pipeline Support Grant Program that provides stipends to qualifying college students while they are completing their student teaching experience. This agreement will allow student teachers assigned to our schools to benefit from this grant program.
- C. Move to approve a trip and travel request from Matt Fittery, Head Varsity Wrestling Coach, Craig Ziegler, Assistant Coach, and approximately 13 student athletes to travel and participate in the Jarvis Wildcat Memorial Wrestling Tournament to be held December 6-7, 2024, at Athens High School, Athens, PA.
Background: The costs for this trip will be funded by the Booster Club.
- D. Move to approve a trip and travel request from Matt Fittery, Head Varsity Wrestling Coach, Assistant Coaches – Craig Ziegler, Christopher Longstaff, and Warren Zimmerman, and approximately 50 student athletes to travel and participate in the Chambersburg Trojan Wars Wrestling Tournament to be held December 27-29, 2024, at Chambersburg High School, Chambersburg, PA.
Background: The costs for this trip will be funded by the Booster Club.
- E. Move to approve a trip and travel request from Jonathan Bickel, Yearbook Advisor, and approximately 8 students to travel and participate in the NSPA Journalism Convention to be held November 7-9, 2024, at the Philadelphia Marriott in Philadelphia, PA.
Background: The students will participate in workshops and learn from yearbook journalism experts from across the United States. The costs for this trip have been budgeted.

XI. Policy Ad Hoc Committee – Mrs. Rachel Moyer, Chairperson

- A. Move to approve Policy 200 – Enrollment of students for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- B. Move to approve Policy 201 – Admission of Students for first reading. (Board Attachment)
Background: The language was added for the initial enrollment of students to reflect that the policy is in accordance with state law and regulations.
- C. Move to approve Policy 202 – Eligibility of Nonresident Students for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- D. Move to approve Policy 203 – Immunizations and Communicable Diseases for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- E. Move to approve Policy 203.1 – HIV Infection for first reading. (Board Attachment)
Background: There is one minor language change permitting an employee to notify one of the listed individuals in the event of exposure to bodily fluids that present a reasonable risk of transmitting infection. The current policy requires notification of all individuals listed in the policy.
- F. Move to approve Policy 204 – Attendance for first reading. (Board Attachment)
Background: Additional language required annual notification of the attendance policy by including it on the website, in newsletters, and in student handbooks. The policy is already being communicated via these methods.
- G. Move to approve Policy 205 – Postgraduate Students for first reading. (Board Attachment)
Background: Minor revision to remove repetitive wording about the Board not being responsible for continuing education of students in any other school district.
- H. Move to approve Policy 206 – Assignment Within District for first reading. (Board Attachment)
Background: The language was changed for better clarity and consistency while maintaining the intent of the policy.
- I. Move to approve Policy 207 – Confidential Communications of Students for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- J. Move to approve Policy 208 – Withdrawal From School for first reading. (Board Attachment)
Background: The changes reflect removing the statement explicitly stating the age of students withdrawing from school and replacing it by stating the policy applies to students of compulsory school age.
- K. Move to approve Policy 209 – Health Examinations/Screenings for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- L. Move to approve Policy 209.1 – Food Allergy Management for first reading. (Board Attachment)
Background: This policy has a minor language change under the Delegation of Responsibility section to state that the District will also follow other state or federal guidance on managing food allergies.

- M. Move to approve Policy 209.2 – Diabetes Management for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- N. Move to approve Policy 210 – Medications for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- O. Move to approve Policy 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- P. Move to approve the retirement of Policy 211 – Student Accident Insurance. (Board Attachment)
Background: The Policy Committee proposes retiring this policy based on PSBA recommendations.
- Q. Move to approve Policy 212 – Reporting Student Progress for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- R. Move to approve Policy 214 – Class Rank for first reading. (Board Attachment)
Background: The change corrects a grammatical error in the current policy by changing proceeding to preceding under the Authority section.
- S. Move to approve Policy 215 – Promotion and Retention for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- T. Move to approve Policy 216 – Student records for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- U. Move to approve Policy 216.1 – Supplemental Discipline Records for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- V. Move to approve Policy 217 – Graduation for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.
- W. Move to approve Policy 218 – Student Discipline for first reading. (Board Attachment)
Background: The change corrected an error in the current policy by adding back into the policy the information about student discipline during on and off-campus activities. Additional language was added to reflect the current School Code and indicates that incidents will be reported to the PA Department of Education.
- X. Move to approve Policy 218.1 – Weapons for first reading. (Board Attachment)
Background: Minor changes were made for language clarity and consistency. Reporting requirements were changed to report to the PA Department of Education as well as local law enforcement agencies that have jurisdiction over the school's property.
- Y. Move to approve Policy 218.2 – Terroristic Threats for first reading. (Board Attachment)
Background: Similar to Policy 218.1, reporting requirements were changed to report to the PA Department of Education as well as local law enforcement agencies that have jurisdiction over the school's property.

Z. Move to approve Policy 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.

AA. Move to approve Policy 219 – Student Complaint Process for first reading. (Board Attachment)
Background: Policy reviewed by committee. There are no language revisions; the review date will change.

BB. Move to approve Policy 334 – Sick Leave for first reading. (Board Attachment)
Background: Changes reflect the removal of the statement that required a doctor's certificate to be used for a sick day immediately before or after a holiday break, vacation, personal day, or paid time off.

XII. General Services Committee – Mr. Jack Kahl, Chairperson

A. Move to approve a proposal from Precision Fire Protection, Inc., for a 5-year internal sprinkler inspection at the Intermediate School at a cost of \$4,980.00. (Board Attachment)
Background: This proposal will repair deficiencies from the last inspection by replacing 3 lengths of pipe and replacing two dry heads as well as completing the 5-year internal inspection. The costs have been budgeted. This proposal is under COSTARS contract #325923.

XIII. Finance Committee – Mr. Jack Kahl, Chairperson

A. Move to approve Change Order #26 to the High School Renovation and Additions project in the amount of \$35,787.87. (Board Attachment)
Background: Cedar Electric EC-8a is to add 6 power poles and relocate 3 projector outlets in the amount of \$13,778.62. Cedar Electric EC-8b is to make changes to the sewer plant and scoreboard feeds in the amount of \$22,009.25.

B. Move to approve Change Order #27 to the High School Renovation and Additions project in the amount of \$49,310.12. (Board Attachment)
Background: Lobar GC-25a is for additional cold formed metal framing in the amount of \$3,627.50; Lobar GC-25b is to supply and install ceramic tile in shower in the amount of \$4,835.66; Lobar GC-25c is for additional storm piping in South teachers lot to connect to downspouts from EMT canopy in the amount of \$9,363.80; Lobar GC-25d is to patch existing drywall in the amount of \$3,167.66; Lobar GC-25e is for additional roof blocking at the weight room in the amount of \$2,237.64; Lobar GC-25f is for additional drywall and framing in 9 rooms in the amount of \$17,521.08, and Lobar GC-25g is for steel roof top framing in the amount of \$8,556.78.

NON-ACTION ITEMS FOR DISCUSSION

XIV. Personnel Committee – Mr. Howard Kramer, Chairperson

- No items for discussion

XV. Curriculum Committee – Mrs. Joya Morrissey, Chairperson

- No items for discussion

XVI. General Services Committee – Mr. Jack Kahl, Chairperson

- No items for discussion

XVII. Finance Committee – Mr. Jack Kahl, Chairperson

- No items for discussion

XVIII. Superintendent’s Report

- Principal Reports

Upcoming Dates/Announcements:

October 10, 2024 – 6:00 p.m. – Curriculum Committee Meeting

October 14, 2024 – NO School in observance of Columbus Day

October 15, 2024 – 2-hour Late Start for students K-12

October 16, 2024 – 5:00 p.m. – General Services Committee Meeting

October 16, 2024 – 6:00 p.m. – Finance Committee Meeting

October 17, 2024 - 5:30 p.m. – Policy Ad Hoc Committee Meeting

October 21, 2024 – 6:00 p.m. – Regular Board of Education Meeting

October 30, 2024 – End of 1st Marking Period

XIX. Public Comments – Items On/Off the Agenda

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XX. Board Announcements/Comments

XXI. Old Business

- A. Girls’ Softball Coach

XXII. New Business

XXIII. Adjournment

XXIV. Executive Session

The Board will meet in Executive Session for the purpose of Employment Matters.