

**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)**

**November 18, 2024  
AMENDED AGENDA - APPROVED**

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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. Mr. Ziegler stated the Finance Committee Item C will be revised for accuracy. The Consortium Agreement is with the Lebanon County School Districts and not the Lancaster-Lebanon IU13 as originally noted. The background information did not change, nor did the content of the contract itself.

Mr. Ziegler made a motion accept the amended board agenda on Finance Committee Item C, seconded by Mr. Kahl and approved by voice vote, all voting Aye, the amended agenda was accepted.

On a motion from Mr. Ziegler, seconded by Mr. Santos and approved by voice vote, all voting Aye, the agenda was approved as amended.

- VI. Board President Communications
- VII. Student Council Report – Nicole Books, President
- VIII. Students of the Month
  - A. 2<sup>nd</sup> Grade Job Program Participants – Mrs. Jodi Houck, Principal, Fort Zeller Elementary  
Mrs. Megan Ressler, Principal, Jackson Elementary
- IX. Presentation
  - 2023-2024 Audit Report – Mr. Jeffrey Kowalczyk, Barbacane, Thornton & Company, LLP
  - Apple Distinguished Schools – Mr. Robert Boltz, Director of Technology  
Mrs. Jodi Houck, Principal, Fort Zeller Elementary  
Mrs. Megan Ressler, Principal, Jackson Elementary  
Ms. Judy Umbenhauer, Technology Integrator

X. Public Comments – Items On the Agenda

- 1) 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.
- 2) 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.

XI. Approval of Minutes (10-21-2024 and 11-04-2024)

XII. Approval of Treasurer’s Report (10-31-2024)

NON-CONSENT ITEMS FOR APPROVAL

XIII. Personnel Committee – Mr. Howard Kramer, Chairperson

- A. Move to approve a change in the employment status of Melodie Fair *from* MS/HS Music teacher *to* High School Dean of Students, effective start date TBD, with no change in salary and a stipend of \$5000.00, prorated to the number of days worked.  
*Background: This is a new position.*
- B. Move to accept a “Letter of Retirement” from Gregory Underkoffler, Middle School Physical Education teacher, effective January 17, 2025.
- C. Move to accept a “Letter of Resignation” from Jocabed Robles, Intermediate School Autism Support teacher, effective January 10, 2025.
- D. Move to accept a “Letter of Resignation” from Megan Hanichak, ELCO Head Volleyball Coach, effective and retroactive to November 8, 2024.
- E. Move to approve the following Administrative Mentor for the 2024-2025 school year, as listed:

**Mentor**  
Amy Shoemaker

**Administrator**  
Kimberly Mecca

- F. Move to approve a stipend of \$5000.00 for Amanda Templeton to author the District Newsletter.  
*Background: Mrs. Templeton will write and design the ELCO Community Newsletter “Connections.” Engle Printing and Publishing Co. will print and mail the newsletter.*
- G. Move to approve a non-precedent setting stipend to Michael Simmons, in the amount of \$140.00, for unanticipated work during the 2024-2025 school year.  
*Background: The additional work was due to a vacancy in the mathematics department.*
- H. 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.

Gannon Ulrey – Substitute Teacher  
Emily Miller – Substitute Teacher

- I. Move to approve the following individual for an extra-curricular position for the 2024-2025 school year, as listed:

High School Technology Student Assoc. Advisor – Michael O’Neill

- J. 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):

Nicole Kafferlin                      Charity Polydore                      Roarke Singer

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

Volunteer Boys Basketball Coach	Mitchell Gray
Volunteer Girls Basketball Coach	Alexis Thomas
Volunteer Girls Wrestling Coach	Evie Trostle
Volunteer Cheerleading Coach	Stevie Domagalski

XIV. Curriculum Committee, Mrs. Joya Morrissey, Chairperson

- A. Move to approve a trip and travel request from Madison Hetrick, FFA Advisor, chaperones, and approximately 40 students to travel and attend the Pennsylvania FFA ACES (Agricultural Cooperation Establishes Success) Conference to be held at the Sheraton Hotel, Harrisburg, PA on January 25-26, 2025.

*Background: This is an annual leadership conference. This is a budgeted item.*

- B. Move to approve a trip and travel request from David Fair, High School Band Director, chaperone, and approximately 3 students to travel and participate in the PMEA District 7 Chorus Festival to be held at Central York High School on February 7-8, 2025.

*Background: This is an annual event attended by director, chaperone, and qualifying students. This is a budgeted item.*

- C. Move to approve a trip and travel request from David Fair, High School Band Director, chaperones, and approximately 120 students to travel and attend a Broadway show and visit sights in midtown Manhattan, New York. The trip will take place March 26, 2025.

*Background: This is a student/parent funded field trip.*

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

- A. Move to approve the following policies (revised/reviewed/and/or new) for a second reading, as listed: (Board Attachment)

1. Policy 220 Student Expression/Dissemination of Materials
2. Policy 221 Dress and Grooming
3. Policy 222 Tobacco and Vaping Products
4. Policy 223 Use of Motor Vehicles
5. Policy 224 Care of School Property
6. Policy 226 Searches
7. Policy 227 Controlled Substances/Paraphernalia

8. Policy 228 Student Government
9. Policy 229 Student Fundraising
10. Policy 230 Public Performances by Students
11. Policy 231 Social Events and Class Trips
12. Policy 232 Student Involvement in Decision-Making
13. Policy 233 Suspension and Expulsion
14. Policy 235 Student Rights and Responsibilities

XVI. Finance Committee – Mr. Jack Kahl, Chairperson

- A. Move to approve payment of bills as found listed and attached to the November 18, 2024, Board Agenda for payments made October 2024, in the amounts indicated: (Board Attachment)

General Fund payments in the amount of	\$2,445,847.38
Cafeteria Fund payments in the amount of	\$207,673.09
Flex Spending Fund Payments in the amount of	\$380.14
Capital Reserve Fund payments in the amount of	\$220.00
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$328,911.21
Student Activity payments in the amount of	\$24,923.22

- B. Move to approve a contract with Select DJ Group, LLC., to provide Disc Jockey services on May 3, 2025, at a total cost of \$1,650.00. (Board Attachment)  
*Background: This contract is for Disc Jockey services to be provided at the Junior-Senior prom. The cost will be funded through the Class of 2025 student activities account.*
- C. Move to approve an amendment between the Lebanon County School Districts to extend the term of the Lebanon County School Districts Special Education Consortium Agreement, dated August 11, 2021, and establish the base rate for 2024-2025 school year. (Board Attachment)  
*Background: This amendment will extend the current contract through the 2026-2027 school year. The costs for programs and services in the 2025, 2026, and 2027 school years will increase by the Act 1 base index identified by the Pennsylvania Department of Education.*
- D. Move to approve Change Order #28 to the High School Renovation and Additions project in the amount of \$3,721.09. (Board Attachment)  
*Background: Lobar GC-26 is to supply and install 5/8-inch plywood sheeting under the standing seam metal roof at the new Gymnasium entrance.*
- E. Move to approve the Audit Report for June 30, 2024, prepared by Barbacane, Thornton & Company, LLC. (Board Attachment)  
*Background: The Audit was presented in Finance Committee with no negative findings. The Audit Report will be updated as a "final report" after Board approval.*
- F. Move to approve Resolution #11-18-2024-I, of the Board of School Directors of the Eastern Lebanon County School District electing to not increase its tax rate above the Act I Index of 4.8% for the 2025-2026 fiscal year. (Roll Call Vote, Board Attachment)  
*Background: The resolution was discussed in Finance Committee on November 13, 2024, with Committee support to move forward with the resolution.*

XVII. Superintendent's Report

- Directors' Report

Upcoming Dates/Announcements:

November 25-26, 2024 – K-12 Parent-Teacher Conference (NO Students K-12)  
November 27, 2024 – K-12 In-Service Exchange (NO Students K-12)  
November 28-29, 2024 – NO School - Closed for Thanksgiving Break  
December 2, 2024 – 6:00 p.m. – Reorganization and Regular Board of Education Meeting  
December 10, 2024 – 7:00 p.m. – Middle School Holiday Concert – HS Auditorium  
December 12, 2024 – 7:00 p.m. – Intermediate School Holiday Concert – HS Auditorium  
December 15, 2024 – 2:00 p.m. – High School Holiday Concert – HS Auditorium  
December 23 – January 1, 2025 – NO School for Students (K-12) – Winter Break  
January 2-3, 2025 – In-Service Days – (NO Students K-12)

XVIII. Public Comments – Items On/Off the Agenda

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XIX. Board Announcements/Comments

XX. Old Business

XXI. New Business

XXII. Adjournment