

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

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

April 4, 2016

The Committee-of-the-Whole Board of Education Meeting was called to order by President, Carrie Boyer at 6:04 p.m.

The Eastern Lebanon County School Board met in a 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, Mrs. Souders, and Mrs. Stahl; and Messrs. Bernard, Gardener, Houtz, Kahl, Mark and Ondrusek. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Dr. Stauffer, Ms. Haas, Mr. Gerhart, Mr. Rada, Mr. Cascarino, Mrs. Shoemaker, Mr. Sweger, Mrs. Kassay, Mr. Rohrbaugh, Mr. Boltz, Mrs. Kunkelman, Mr. Dresch; Mr. Robert Frankhouser, Solicitor; Gloria Hill, Board Secretary; Laura LeBeau of WLBR; staff and community residents.

Board President Communications

President Boyer communicated the following:

- General Services & Personnel/Finance Committees met at 5:00; Finance Committee will reconvene following tonight's Committee-of-the-Whole Meeting.
- Executive Session – The Board will meet in Executive Session following tonight's Board Meeting to discuss personnel matters.
- A Moment of Silence was held for those community members that have recently passed away who have had an impact on students and the ELCO District.

Public Comments – Items On the Agenda

No comments were made.

Presentation – ELCO Middle School Students from Mrs. Bicher's and Mr. Hoover's science classes.

7<sup>th</sup> and 8<sup>th</sup> grade students from the ELCO Middle School shared information with the Board and those in attendance how they choose a project for the Science Fair and then proceed to accomplish the outcome of the project. Both verbal information and video was shared on the projects. The Middle School Science Fair will be held May 17, 2016, from 6 to 8 p.m.

**ACTION ITEMS**

Personnel Committee – Mr. Edward Gardener, Chair

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice Vote, all voting Aye, Item A was approved:

- A. Approved a temporary hourly rate change to Amy Smith, long-term substitute secretary (Jackson Elementary), to \$12.47/hour, retroactive to January 19, 2016.

On a motion by Mr. Gardener, seconded by Mr. Kahl and approved by Voice Vote, all voting Aye, Item B was approved:

- B. Approved the termination of Jazmyn Miller, part-time custodian, effective March 15, 2016.

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice Vote, all voting Aye, Item C was approved:

- C. Approved the resignation of Bradly Moyer, full-time 2<sup>nd</sup> shift custodian, effective March 22, 2016.

On a motion by Mr. Gardener, seconded by Mr. Ondrusek and approved by Voice Vote, all voting Aye, Item D was approved:

- D. Approved a change in employment status to (Board Attachments):

1. \*Elizabeth Yearwood, from a "Letter of Temporary Employment" to a "Temporary Professional" contract as High School Family and Consumer Sciences teacher, effective immediately at a salary of Bachelor's - Step 1.
2. \*Hannah Sollenberger, from a "Letter of Temporary Employment" to a "Temporary Professional" contract as a High School English teacher, effective immediately at a salary of Bachelor's - Step 1.

*\*In attendance for approval. Mrs. Boyer recognized and welcomed them both to the District.*

On a motion by Mr. Gardener, seconded by Mr. Kahl and approved by Voice Vote, all voting Aye, Item E was approved:

- E. Approved the employment of Sandra McCloud, as a Building Nurse (subject to assignment) at the rate of \$20.50/hour (7.5 hours per day), effective on or about April 11, 2016 (pending receipt of all required documentation/clearances/disclosures).

On a motion by Mr. Gardener, seconded by Mr. Mark and approved by Voice Vote, all voting Aye, Item F was approved:

- F. Approved adding Beth Superdock, RN, to the ELCO sub listing as a substitute Building Nurse (pending receipt of all documentation/clearances/disclosures).

On a motion by Mr. Gardener, seconded by Mr. Ondrusek and approved by Voice Vote, all voting Aye, Item G was approved:

- G. Approved a trip/travel request from Mr. Fair, High School Band Director, for two high school students and Mr. DeVore (MS Band Director) to travel and attend the District Jazz Band Festival, April 15-16, 2016 at Hershey High School. NOTE: Due to a HS Music Dept. field trip, Mr. DeVore will be transporting students to the festival. (Cost to the District is for a substitute.)

**Finance Committee - Mr. Robert Mark, Chair**

On a motion by Mr. Mark, seconded by Mr. Gardener and approved by Voice Vote, all voting Aye, Item A was approved:

- A. Approved Resolution # 04-04-16-I to designate Kurt Rohrbaugh, Business Manager, as the signing agent for all PEMA and FEMA documents related to the snow storm that impacted the region from January 22-24, 2016. (Board Attachment)

On a motion by Mr. Mark, seconded by Mr. Gardener and approved by Roll Call Vote, all voting Aye, Item B was approved:

- B. Approved Resolution # 04-04-16-II concerning the 2016-2017 Budget for Lancaster-Lebanon IU 13. (Board Attachment) (Roll Call vote)

**Roll Call Vote:**

*Mrs. Boyer – Aye*  
*Mr. Kahl – Aye*  
*Mrs. Stahl – Aye*

*Mr. Bernard – Aye*  
*Mrs. Souders – Aye*  
*Mr. Houtz – Aye*

*Mr. Ondrusek – Aye*  
*Mr. Gardener – Aye*  
*Mr. Mark – Aye*

**NON-ACTIONS ITEMS**Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following items:

- A. Recommend accepting a “Letter of Retirement” from Vicki Carpenter, High School Administrative Assistant, effective on or about August 18, 2016.
- B. Recommend accepting a “Letter of Retirement” from Rita Hickernell, full-time 2<sup>nd</sup> shift custodian, effective July 29, 2016.
- C. Recommend for approval adding the following individuals to the ELCO sub listing (pending receipt of all required documentation/clearances/disclosures):
  1. Jason Kalbach – IU sub, all areas
  2. Donald Bixler – IU sub, all areas
  3. Emily Steckbeck – IU sub, all areas
- D. Recommend for approval trip/travel requests as listed:
  1. Lynn Aponick, HS Envirothon Advisor, Marie Hibshman (volunteer chaperone) and twenty Envirothon and AP students, to travel and participate in immersion activities in the Chesapeake Bay at the Karen Noonan Center, Bishop’s Head, MD, May 17-19, 2016. (Costs to the District are for a substitute.)
  2. Lucas Sandoe, FFA Advisor, and nine ELCO FFA students to travel and compete at the State Convention to be held at Penn State University, State College, PA, June 14-16, 2016. (Costs to the District will include fuel for the school van.)
- E. Recommend for approval revisions to the School Counselor job description combining three separate levels into one. (Board Attachment)

Curriculum Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval the ELCO Agriculture Occupational Advisory Committee Meeting Minutes of March 15, 2016. (Board Attachment)

Policy Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following item:

- A. Recommend for approval revisions and new policies to Board Policy, 1<sup>st</sup> Reading: (Public Attachment)
  1. Policy #217 – Graduation Requirements (revisions)
  2. Policy #823 – Naloxone (new)

Finance Committee – Mr. Robert Mark, Chair

The Board reviewed and discussed the following items:

- A. Recommend for approval payment of bills as found listed and attached to the April 18, 2016 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$
Construction Fund payments in the amount of	\$
Cafeteria Fund payments in the amount of	\$
Debt Service	\$
Capital Reserve Fund	\$

- B. Recommend for approval Budget Transfers. (Board Attachment)

***Items A & B will be placed under Non-Consent on the Agenda of April 18, 2016.***

### Superintendent's Report

Dr. Zuilkoski asked Mr. Rohrbaugh to share information with the Board on Forecast5. Forecast5 is a system the Lancaster-Lebanon IU has subscribed to, which collects data from school districts (both within the IU13 as well as outside of IU13). It is a resource for districts to use in all aspects of planning and analyzing data (i.e., financial information, operations, etc.).

Dr. Zuilkoski shared the following dates and information:

#### Upcoming dates:

- April 11, 2016 – PSSA Testing begins
- April 13, 2016 – IU13 Convention at Pequea Valley School District, Registration begins at 4:45 p.m.
- April 22, 2016 – ACT 80 Day, NO students

#### Student Concerts/Events:

- Sunday, May 1, High School Spring Concert – 2:00 p.m. (HS Auditorium)
- Tuesday, May 10, Middle School Spring Concert – 7:00 p.m. (HS Auditorium)
- Thursday, May 12, Intermediate School Spring Concert – 7:00 p.m. (IS all-purpose room)
- Tuesday, May 17, Middle School Science Fair – 6:00 p.m.
- Friday, May 20, IS 5<sup>th</sup> Grade Musical "Cinderella" - 7:00 p.m. (IS all-purpose room)
- Saturday, May 21, IS 5<sup>th</sup> Grade Musical "Cinderella" - 1:00 p.m. & 7:00 p.m. (IS all-purpose room)
- Tuesday, May 24, Celebrate the Arts – 5:00 p.m. (HS Campus)
- Jazz Band & ROCS Concert – 7:30 p.m. (HS Auditorium & Cafeteria)
- Tuesday, May 31 – 2<sup>nd</sup> Grade Graduation

### Public Comments – Items On/Off the Agenda

No comments were made.

### Old Business

- Mrs. Boyer – commented on the letter recently received from Rep. Russ Diamond, which was sent to all Board Members, giving an update on the State budget.

### New Business

- Mrs. Stahl – inquired on parent requests for students opting out of PSSA tests.

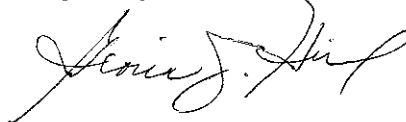
Dr. Zuilkoski responded – number of requests are minimal and those students not testing will be given other educational opportunities during the testing period.

Adjournment

Mrs. Boyer reminded everyone that the Finance Committee would reconvene immediately following the adjournment of the Committee-of-the-Whole meeting, followed by an Executive Session to discuss personnel matters.

On a motion by Mr. Gardener, seconded by Mr. Ondrusek and approved by a Voice vote, all voting Aye, President Boyer adjourned the meeting at 6:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gloria J. Hill".

Gloria J. Hill  
Board Secretary

***Next School Board Meeting - Monday, April 18, 2016***