

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

February 7, 2011

6:03 p.m.

The Committee-of-the-Whole Meeting was called to order by President Ed Gardener at 6:03 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole session in the ELCO High School Library with President Gardener presiding and leading in the Opening Exercises.

Roll Call

The secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders; Messrs. Bernard, Gardener, Houtz, Kahl, Mark, Moll, and Ondrusek (by Skype noted). Also in attendance were the following from the administrative team: Dr. Nilsen, Dr. Grove, Mr. DuBois, Mr. Felty, Mrs. Bowersox. and Amy Shoemaker; Gwen Boltz, Business Manager; Bob Boltz, Technology Director; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; Laura LeBeau of WLBR; and five community members.

Mr. Ondrusek's attendance noted during discussion.

Board President Communications

On a motion by Gardener, seconded by Boyer and approved by voice vote, all voting Aye, Item 1 was removed from the table:

1. Removed from the table the following motion tabled January 10, 2011:

I hereby move that the Board of School Directors rescind the action of May 10, 2010, by which the Board acted to make public the names of anyone requesting information under the Pennsylvania Right to Know Law from the district, as well as the specific information sought, staff time required to fulfill the request and related costs and made that information part of the monthly Board agenda.

On a motion by Gardener, seconded by Bernard and approved by voice vote, all voting Aye, with one (1) NO vote by Kahl, Item 2 was approved:

2. *I hereby move that the Board of School Directors rescind the action of May 10, 2010, by which the Board acted to make public the names of anyone requesting information under the Pennsylvania Right to Know Law from the district, as well as the specific information sought, staff time required to fulfill the request and related costs and made that information part of the monthly Board agenda.*

Public Comments – Items On the Agenda

1. Jay Bauder – concern about student deaths at Manheim Central affecting students at Elco.
2. ***Jamie Wolgemuth – commenting on the RTK regulations and the intention of the law. Shared the practices of the County regarding RTK and the law requirement.***
3. ***Melissa Newmaster – expressed concern over not replacing staff/faculty who may be promoted to administrative positions and over losing good teachers to administrative positions.***

ACTION ITEMS**Personnel Committee – Mr. Jack Kahl, Chair**

On a motion by Kahl, seconded by Bernard and approved by voice vote all voting Aye, Item A was approved:

- A. **Approved to employ Andrea McAllister on a “Letter of Temporary Employment” as a long-term substitute, 4th grade teacher at the Intermediate School, for Lynn Houtz (out on FMLA/sick leave) retroactive to February 1, 2011 through the end of the 2011 school term, at a salary of Bachelors’ – Step 1 (prorated at the daily rate of \$221.98). (Andrea is currently on our day-to-day sub listing.)**

On a motion by Kahl, seconded by Moll and approved by voice vote all voting Aye, Item B was approved:

- B. **Approved two-days of “Absence Without Pay” to Donna DelCollo, high school teacher, February 11, 2011, and March 4, 2011. (She is also using personal leave available for February 10. Leave requested is to accompany her daughter to two national field hockey tournaments in Florida and Virginia.)**

Curriculum Committee – Mrs. Jadell Souders, Chair

On a motion by Souders, seconded by Boyer and approved by voice vote all voting Aye, Item A was removed from the table:

- A. **Removed from the table the following motion tabled January 10, 2011:**

Approve conducting a student survey at the ELCO Intermediate School sponsored by Compass Mark, a non-profit organization supported by the Lancaster County Drug and Alcohol Commission. The survey results will be used to instruct our students in grades 3-5 on making good decisions when it comes to friendship, and drugs and tobacco use. The instruction for the program is provided for free via a state grant. (Public Attachment)

On a motion by Souders, seconded by Boyer and approved by voice vote all voting Aye, Item B was approved:

- B. *Approved conducting a student survey at the ELCO Intermediate School sponsored by Compass Mark, a non-profit organization supported by the Lancaster County Drug and Alcohol Commission. The survey results will be used to instruct our students in grades 3-5 on making good decisions when it comes to friendship, and drugs and tobacco use. The instruction for the program is provided for free via a state grant. (Public Attachment)*

General Services Committee – Mrs. Carrie Boyer, Chair

On a motion by Boyer, seconded by Houtz and approved by voice vote all voting Aye, Item A was removed from the table:

- A. **Removed from the table the following motion tabled January 10, 2011:**

Approve the following change order for the general contract for the Intermediate School:

1. GC 25 – in the amount of \$1,615.95 to re-engineer A23 and A24 frames.

On a motion by Boyer, seconded by Bernard and approved by voice vote all voting Aye, with one (1) NO vote by Souders, Item B was approved:

- B. *Approved the following change order for the general contract for the Intermediate School:*

1. GC 25 – in the amount of \$1,615.95 to re-engineer A23 and A24 frames.

Finance Committee – Mr. Leon Moll, Chair

A presentation was given by Gwen Boltz on the budget.

On a motion by Moll, seconded by Kahl and approved by Roll Call vote of eight (8) Aye votes and one (1) NO vote by Ondrusek, Item A was approved:

A. Approved adoption of Resolution #02-07-11-I concerning the 2011-2012 general fund budget and authorize the administration to apply for exceptions for which the district is eligible. (Board Attachment)

Personnel Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following:

Motions D, H, and J were designated to be placed on the agenda of February 14, 2011 as Non-Consent items.

- A. Recommend accepting a request to extend the child rearing/maternity leave of Jennifer Gerhart, Intermediate School Special Ed. teacher, for the remainder of the 2010-2011 school term.
- B. Recommend approval to extend the “Letter of Temporary Employment” of Tamara Fischer, long-term sub for Jennifer Gerhart, for the remainder of the 2010-2011 school term.
- C. Recommend approval to employ Katherine Geare as a short-term sub for High School Spanish (replacing Sara Velazquez on maternity leave) for a period of approximately six weeks, beginning approximately March 24, 2011, pending receipt of certification from PDE. Salary will be the daily sub rate of \$100/day, no benefits. (This is determined by the number of days of assignment.)
- D. ***Recommend approval of a half-year sabbatical request from Judy Moyer, high school Special Ed teacher, for the second (Spring) semester of 2012.***
- E. Recommend accepting a “Letter of Resignation” from Holly Serio as Rehearsal Pianist for the High School Spring Musical, effective immediately.
- F. Recommend accepting a “Letter of Resignation” from Bill Wargo, Accounts Payable Coordinator, effective February 25, 2011.
- G. Recommend approval to add the following individuals to the ELCO sub listing (pending receipt of all documentation):
 - 1. Kelsey Mohn, ELCO sub – Elementary K-6
 - 2. Ashlee Esser, ELCO sub – Elementary K-6
 - 3. Rebekah Hower, ELCO sub – Elementary K-6
 - 4. Alicia Land, ELCO sub – Elem. K-6, Special Ed. N-12
 - 5. Michele Angstadt, ELCO sub – Elementary
 - 6. Nicole Bicksler, IU sub – all areas
 - 7. George Mentzer, IU sub – all areas
 - 8. Deborah Hill-Greenwood, IU sub – all areas
 - 9. Frances Lausch, IU sub – all areas
 - 10. Frances Boggs, IU sub – all areas
 - 11. Titus Allamena, IU sub – all areas
 - 12. Ryan Flattery, IU sub – all areas
 - 13. Donna Wolfe, ELCO sub – Secretarial/Instructional Aide
- H. ***Recommend approval for the following field trip/conference requests:***
 - 1. ***David Kirchner to travel and attend the EMS Today Conference, March 2-4, 2011, in Baltimore, MD. (The cost of the trip is approximately \$1500, which was budgeted.)***

2. Stacy Dieffenbach and FFA students (nine) to travel and attend the 2011 State Legislative Leadership Conference in Grantville/Harrisburg, PA, March 13-15, 2011. (The cost of the trip is a budgeted item.)

- I. Request approval that Mike Dunkle, Asst. Wrestling Coach, receive full pay for the remainder of the wrestling season (an additional \$456.37), January 4, 2011 to March 1, 2011, for extra duties assumed.
- J. **Recommend approval of the following individuals as coaches for the 2011 Spring sports season:**

Baseball	Varsity Head Coach:	Chris Weidner
	Varsity Asst. Coaches:	Mike Simmons, Chad Miller
	Varsity Vol. Coaches:	Lyle Krall, Mike Muhr, Robert Bashore
Softball	Varsity Head Coach:	Dennis Morgan
	Varsity Asst. Coaches:	Randy Derr, Barry Lutz
	Varsity Vol. Coaches:	Jill Chernich, Doug Hoffman, Joel Stamm, Doug Shuey, Karla Wenzler
Track & Field	Varsity Head Coach:	Robert Miller
	Varsity Asst. Coaches:	Holly Hartman, Earl Thomas, Jr., Wyatt Hall
	JH Asst. Coaches:	Todd Snook, Kylie Whoolery, Rocco Pastorella
	Varsity Vol. Coaches:	Joel Keller, Robert Hoglund, Dave Kirchner, Eric Newswanger
Girls Tennis	Varsity Head Coach:	Zach Cook
	Varsity Vol. Coaches:	Cathy Shaak, Chris Gyorke
Girls Soccer	Varsity Head Coach:	Steve Keller
	Varsity Asst. Coaches:	Derek Fulk, Katie Lamm
	JH Asst. Coaches:	Mike Seigfried, Amy Achey
	Varsity Vol. Coaches:	John Smith, Robert Smith

Curriculum Committee – Mrs. Jadell Souders, Chair

General Services Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Request approval to award a contract to LTS Plumbing & Heating, Inc. in the amount of \$61,480 to replace the hot water heater in the high school.
- B. Request approval of PDE-3074 concerning PDE review and approval of the hot water heater replacement for the high school.
- C. Request approval to secure \$1M insurance on Myerstown Elementary School and Schaefferstown Elementary School effective March 1, 2011 since they are unoccupied and are no longer eligible for coverage under the district's coverage at a cost of \$4,930.
- D. Request approval of corrections to the following change order amounts (bond costs were not deducted):
1. CO 29 from \$3,201.90 to \$3,170.20
 2. CO 30 from \$488.08 to \$483.25
 3. CO 31 from \$4,475.82 to \$4,431.50
- E. Request approval of the following Use of Facilities:
1. ELCO Baseball for use of the high school gym, February 20, 2011 from 6:00 to 8:00 p.m., to hold a Youth Baseball Hitting Clinic.

Finance Committee – Mr. Leon Moll, Chair

The Board reviewed and discussed the following:

- A. Request approval of payment of bills as found listed and attached to the February 7, 2011 Board Agenda in the amounts indicated (Board Attachment):

General account bills amounting to	\$81,028.00
Cafeteria account bills amounting to	\$92,839.92
Athletic account bills amounting to	\$0.00
General account prepaids for January amounting to	\$1,125,117.84
Cafeteria account prepaids for January amounting to	\$8,696.37
Athletic account prepaids for January amounting to	\$25,012.10
General account prepaids for February amounting to	\$815,825.66
Cafeteria account prepaids for February amounting to	\$0.00
Athletic account prepaids for February amounting to	\$9,269.28
Construction Funds	\$0.00
Construction Funds prepaid for January	\$38,259.93
Construction Funds prepaid for February	\$0.00

- B. Request approval of Budget Transfers (Board Attachment).
- C. Request approval of the Middle School and High School Student Activity Accounts quarter ending December 2010. (Board Attachment)
- D. Request approval to authorize the administration to work with financial advisor and bond counsel to proceed with refinancing of 2006 general obligation bonds and to establish parameters resolution for board action in March.

Superintendent's Report

The Board reviewed and discussed the following:

- A. Request approval of the following new/revised job descriptions (Public Attachment):
1. Assistant Elementary School Principal (New)
 2. K-2 Elementary Principal (Revised)
- B. Request approval of revisions to the following Board policy, **First Reading** (Public Attachment):
1. Use of Medications – Policy 210

Dr. Nilsen informed the Board on the following:

- C. The 2011 IU 13 Legislative Breakfast for Board members and administrators will be held March 14, 2011, 7:30 – 9:45 AM. **Give your reservation response to Gloria Hill no later than February 22.**

Public Comments – Items On/Off the Agenda

1. Laura LeBeau – Cyber Charter school numbers; question concerning musical presentation for senior citizens
2. Tom Newmaster – question concerning Asst. Elementary Principal position

Old Business

No report.

New Business

No report.

Adjournment

On a motion by Boyer seconded by Houtz and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 7:24 p.m. by President Gardener.

Executive Session

An Executive Session was held following the Committee-of-the-Whole Board Meeting to discuss legal and personnel matters.

Respectfully submitted,

Douglas G. Good, Board Secretary