

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

Regular Board of Education Meeting
ELCO High School Library

March 14, 2011

The Regular Board of Education Meeting was called to order by President Gardener at 6:03 p.m.

The Eastern Lebanon County School Board met in a Regular 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 and Mrs. Souders; Messrs. Bernard, Gardener, Houtz, Kahl, Mark, Moll, and Ondrusek. Also in attendance were the following from the administrative team: Dr. Nilsen, Dr. Grove, Mr. DuBois, Mr. Felty, Mrs. Bowersox, Mrs. Stauffer, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Douglas Good, Board Secretary; a news reporter from the Lebanon Daily News; and eight (8) members from the community.

Board President Communications

1. An Executive Session was held on March 7, 2011 following the Committee-of-the-Whole session to discuss legal and personnel matters, and at 5:30 p.m. tonight for personnel reasons.

Students of the Month – Presented by Mrs. Jadell Souders

Intermediate School – Cody Speicher & Vivian Lattanze (Mrs. Reichard’s class)
Seth Noll & Casey Boyer (Mrs. Weaver’s class)
Middle School – Patrick Adams & Hannah Kercher
High School – Justin Gilbert & Dana Nolt

Student Council Report

No report.

Written Request to Address the Board

1. Karen Underkoffler – Issues with the ELCO I.S.; 1) better communication with parents in whatever format is chosen, paper or email; 2) scheduling changes should be addressed and communicated to all affected people; 3) make it easier for teachers to know who has IEP’s and what their challenges may be; and 4) conferences should be available for all teachers not only the homeroom teacher, whether it be at conference time or another time.

Public Comments – Items On the Agenda

1. Sheri Balderrama – better communication with parents

On a motion by Gardener, seconded by Kahl and approved by voice vote, all voting Aye, the Minutes of 02-14-11 and 03-07-11 were approved.

On a motion by Moll, seconded by Boyer and approved by voice vote, all voting Aye, the Treasurer’s Report was approved as presented and filed for audit for the month ending 02-28-11.

Consent Items (Items discussed 03-07-11) – Mr. Brandon Bernard

On a motion by Bernard, seconded by Ondrusek and approved by voice vote, all voting Aye, all Consent Items were approved:

Personnel Committee

- A. Accepted a "Letter of Retirement" from Nancy Miller, Kindergarten teacher at Fort Zeller, effective at the conclusion of the 2010-2011 school year.
- B. Approved substitute bus driver, Tammy Smith, pending all clearances. (Employed by Brightbill Transportation.)
- C. Approved employment of Jodi McGough as School Psych. Intern for the 2011-2012 school year at a salary of \$12,000 (no benefits).
- D. Approved correcting the hourly rate of Dawn Lawrence, a cafeteria employee hired January 3, 2011, from \$8.79 to \$8.69 per hour.
- E. Approved adding the following individuals to the ELCO sub listing (pending receipt of all documentation):
 - 1. Renee Forry, IU sub – all areas
 - 2. Laura Keiser, IU sub – all areas
 - 3. Anna Corbett, IU sub – all areas
 - 4. Courtney Dougherty, IU sub – all areas
 - 5. Robert Evory, IU sub – all areas
- F. Approved the following field trip/conference requests:
 - 1. Jonathan Bickel, Donna DeICollo, Dotty Noll, and English students to travel and visit the Library of Congress and the Capitol in Washington, D.C., April 14, 2011. (The cost to the district is for substitutes only.)
 - 2. TSA (Technology Student Association) Advisors Ken Miller, Wyatt Hall, and Deb Barone, along with middle school and high school students will travel and attend the TSA State Conference at Seven Springs Resort in Champion, PA, April 13-16, 2011. (The cost to the district is approximately \$1,950 plus transportation, which was budgeted.)
 - 3. Lynn Aponick, chaperone – Marie Hibshman, and AP Envi. Science/Envirothon students, to travel and participate in study, May 8-10, 2011 in Bishop's Head, MD. (The cost to the district is for a sub only.)

Curriculum Committee

- A. Approved the "Snow Makeup Day" on May 13, 2011 as a two-hour late start to facilitate the district's Staff Recognition Breakfast that morning.
- B. Approved the following dates: High School Baccalaureate – Tuesday, June 7, 2011 at 7:30 p.m. in the high school auditorium; and High School Commencement – Thursday, June 9, 2011 at 6:30 p.m. in the New Beginnings Brethren Church, Myerstown, PA.
- C. Approved conducting a survey of high school 10th grade students by the University of Michigan's Institute for Social Research. Survey to be completed in four, 10th grade Social Studies classes on May 5, 2011. Parent information and permission letters will be sent home about three weeks prior. The University of Michigan will pay the postage. The University of Michigan will also be giving the high school \$500 for participating in this survey. *This is the second year of a two-year commitment made with University of Michigan's Institute for Social Research. (Original motion to approve the survey took place April 2010.)*

Finance Committee

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

General account bills amounting to	\$93,013.02
Cafeteria account bills amounting to	\$77,617.11
Athletic account bills amounting to	\$1,929.00
General account prepaids for February amounting to	\$612,890.86
Cafeteria account prepaids for February amounting to	\$758.85
Athletic account prepaids for February amounting to	\$13,691.06
General account prepaids for March amounting to	\$648,491.21
Cafeteria account prepaids for March amounting to	\$110.00
Athletic account prepaids for March amounting to	\$5,996.91
Construction Funds	\$29,099.55
Construction Funds prepaid for February	\$366,525.96
Construction Funds prepaid for March	\$0.00

B. Approved Budget Transfers (Board Attachment).

Personnel Committee – Mr. Jack Kahl, Chair

On a motion by Kahl, seconded by Gardener and approved by voice vote, all voting Aye, with two (2) NO votes by Souders and Houtz, Item A was approved:

A. *Approved the following field trip/conference request:*

1. *Mark Evans, John Carley, and Joe Sandoe to travel and attend the Spring Football Clinic at the University of Maine, April 14-17, 2011. (The cost to the district is approximately \$900.)*

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

B. Approved two days of “Absence Without Pay” to Tania Bucks, high school instructional aide, retroactive to March 3 & 4, 2011. (All leave has been exhausted.)

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

C. Accepted a “Letter of Retirement” from Margie Kriss, Middle School Special Ed teacher, effective June 30, 2011.

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

D. Accepted a “Letter of Retirement” from Sally Brunner, elementary teacher/Math Coach, effective the last contractual day of the 2010-2011 school year.

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

E. Accepted a “Letter of Retirement” from Elizabeth (Betty Jane) Schaeffer, Middle School Language Arts teacher, effective at the end of the 2010-2011 school year.

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

F. Approved adding the following individual to the ELCO sub listing (pending receipt of all documentation):

1. **Milan Vracarich, Jr. – IU sub, all areas**

General Services Committee – Mrs. Carrie Boyer, Chair

On a motion by Boyer, seconded by Mark and approved by voice vote, all voting Aye, with one (1) NO vote by Souders (with the exception of Items A-4,7,11,13), **Items A-1,2,3,5,6,8,9,10,12,14 were approved:**

A. Approved the following change orders (in bold):

1. **EC9 – Add \$305.22 to provide electrical outlets in the toilet rooms in the administration office. (This was a district request.)**
2. **EC10 – Add \$876.18 to provide circuits for baseboard heaters in cafeteria.**
3. **EC11 – Add \$683.70 to provide different wiring to gymnasium bleachers.**
4. EC12 – Add \$248.83 to provide GFI duplex receptacle in kitchen required by code inspector.
5. **EC13 – Add \$768.23 to re-feed jockey pump from controller to Panel MHA1.**
6. **EC14 – Add \$218.14 to remove boxes for counter top receptacles in kitchen and install CFCI in mechanical room in lieu of duplex receptacle.**
7. EC15 – Add \$458.04 to install one additional set of conductors to fire pump as required by fire pump controller.
8. **EC16 – Add \$2,113.28 to provide additional tampers for the sprinkler system.**
9. **EC17 – Add \$316.42 to provide speakers in the administration office. (This was a district request.)**
10. **HVAC-8 Add \$1,904.47 representing the contractual markup and bond costs for the well casing change order previously approved.**
11. GC26 – Deleting \$13,260.00 for the soft play area the district had done by the playground equipment installer.
12. **GC32 – Add \$4,200.67, for temporary heating materials. (NOTE: The board previously agreed to share costs up to \$5,000.)**
13. GC22 – Add \$614.50, to repair damaged roof due to HVAC louver blowing off the gym roof. (NOTE: This was storm damage.)
14. **GC33 – Add \$1,259.16, to install steel plate in computer room for Walker Duct installation.**

On a motion by Boyer, seconded by Houtz and approved by voice vote, all voting Aye, Items A-4,7,11,13 were approved:

A. Approved the following change orders (in bold):

1. EC9 – Add \$305.22 to provide electrical outlets in the toilet rooms in the administration office. (This was a district request.)
2. EC10 – Add \$876.18 to provide circuits for baseboard heaters in cafeteria.
3. EC11 – Add \$683.70 to provide different wiring to gymnasium bleachers.
4. **EC12 – Add \$248.83 to provide GFI duplex receptacle in kitchen required by code inspector.**
5. EC13 – Add \$768.23 to re-feed jockey pump from controller to Panel MHA1.
6. EC14 – Add \$218.14 to remove boxes for counter top receptacles in kitchen and install CFCI in mechanical room in lieu of duplex receptacle.
7. **EC15 – Add \$458.04 to install one additional set of conductors to fire pump as required by fire pump controller.**
8. EC16 – Add \$2,113.28 to provide additional tampers for the sprinkler system.
9. EC17 – Add \$316.42 to provide speakers in the administration office. (This was a district request.)
10. HVAC-8 Add \$1,904.47 representing the contractual markup and bond costs for the well casing change order previously approved.
11. **GC26 – Deleting \$13,260.00 for the soft play area the district had done by the playground equipment installer.**
12. GC32 – Add \$4,200.67, for temporary heating materials. (NOTE: The board previously agreed to share costs up to \$5,000.)
13. **GC22 – Add \$614.50, to repair damaged roof due to HVAC louver blowing off the gym roof. (NOTE: This was storm damage.)**
14. GC33 – Add \$1,259.16, to install steel plate in computer room for Walker Duct installation.

Superintendent's Report

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

A. Approved revisions to the following Board policy, Second Reading (Public Attachment):

1. Use of Medications – Policy 210

Dr. Nilsen reported on the following:

- B. IU Convention hosted by Lampeter-Strasburg School District – April 13, 2011, RSVP due to Gloria by March 28, 2011.
- C. Report on Musical and 7th grade Dinner Dance.

Minutes were amended and approved to read:

Dr. Nilsen, during superintendent's report, stated that there would be a round-table community discussion on March 21st and a Finance Committee meeting to review the Budget on March 28th at 6:00 p.m.

Public Comments – Items On/Off the Agenda

- 1. Sheri Balderrama – policy on playing music on bus questioned
- 2. Jay Bauder – running as write-in candidate for School Board
- 3. Dennis Hollinger – lease on Myerstown questioned

Old Business

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

- A. Moved to amend the approved February 7, 2011 Minutes as presented.

Minutes of February 7, 2011 amended to read:

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.***

New Business

No report.

Adjournment

On a motion by Kahl, seconded by Houtz and approved by a voice vote, all voting Aye, President Gardener adjourned the meeting at 6:52 p.m.

Respectfully submitted

Douglas G. Good
Board Secretary