

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

Re-Organization Meeting
and
Regular Board of Education Meeting
ELCO High School Library

December 5, 2011

The Re-Organization and Regular Board of Education Meeting was called to order by President Gardener at 6:00 p.m.

The Eastern Lebanon County School Board met in a Re-Organization and 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, Mrs. Souders and Mrs. Walck; and Messrs. Bernard, Gardener, Kahl, Mark, and Moll. Absent from the meeting was Mr. Houtz. Also in attendance were the following from the administrative team: Dr. Nilsen, Mr. DuBois, Mr. Felty, Mrs. Bowersox, Mrs. Stauffer, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Stacy Edris, Assistant Business Manager; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; one staff member; and five community members.

Appointment of Temporary President

Mrs. Boyer nominated Mr. Gardener as Temporary President. Mr. Kahl moved to close the nominations, seconded by Mark. Roll Call vote to close the nominations: all Aye. Therefore, with no other nominations, Mr. Gardener was appointed Temporary President.

Oath of Office

The Oath of Office for newly Elected and Re-Elected Board Members was conducted by Mr. Gardener, Temporary President.

Brandon Bernard
Jack Kahl
Leon Moll
Jadell Souders
Catherine Walck

Election of Officers

Mrs. Boyer nominated Mr. Moll for the office of Board President. Mr. Mark moved to close the nominations, seconded by Bernard and approved by Roll Call vote with six (6) Aye votes and two (2) NO votes by Kahl and Souders. Therefore, with no other nominations, the candidate was elected by a 6-2 vote for the office of President.

Mr. Gardener nominated Mr. Bernard for the office of Board Vice President. Mr. Kahl moved to closed the nominations, seconded by Gardener and approved by Roll Call vote, all voting Aye. Mr. Bernard was elected by a unanimous vote for the office of Vice President.

Mr. Moll resigned his position as Treasurer of the Board.

On a motion by Gardener, seconded by Bernard and approved by voice vote, all voting Aye, Mr. Moll's resignation as Board Treasurer was accepted.

Newly elected President Moll assumed the chair.

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

A. Establishment of rules of operation:

Proposed Motion

“That we, the Eastern Lebanon County School Board, adopt Board operational procedures and rules as outlined in the district policy manual and affirm that we will comply with Act 92 of 1998, (The Sunshine Act).”

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

B. Adopted the following schedule of meeting dates for board meeting for the 2012 calendar year.

EASTERN LEBANON COUNTY SCHOOL DISTRICT
2012 CALENDAR OF BOARD MEETINGS

Committee-of-the-Whole &
General Purposes

January 9, 2012 (2nd Monday)

February 6, 2012

March 5, 2012

April 2, 2012

NO Committee Mtg.

NO Committee Mtg.

NO Committee Mtg.

NO Committee Mtg.

September 10, 2012 (2nd Monday)

October 1, 2012

November 5, 2012

NO Committee Mtg.

Regular Board of Ed. Meetings

December 5, 2011 (Re-Organization)

January 23, 2012 (4th Monday)

February 13, 2012

March 12, 2012

April 16, 2012 (3rd Monday)

May 14, 2012

June 18, 2012 (3rd Monday)

July 9, 2012

August 13, 2012

September 17, 2012 (3rd Monday)

October 8, 2012

November 12, 2012

December 3, 2012 (Re-Organization)

According to the adopted policies of the Board of School Directors, Committee-of-the-Whole Meetings and for general purposes are held on the first Monday of each month and Regular Board Meetings are held on the second Monday of each month. All meetings are held in the Eastern Lebanon County High School Library, 180 Elco Drive, Myerstown, PA, beginning at 6:00 p.m., subject to change by action of the Board of School Directors, in advance, with proper notice and legal advertising. Special Board Meetings may be scheduled as provided by the School Laws of Pennsylvania. (COMMITTEE MEETINGS ARE HELD AT 5:00 P.M., PRIOR TO THE BOARD MEETINGS.)

The President made the following appointments:

C. Appointed Board Committees and Chairs: Personnel, Curriculum, Finance, General Services, and Technology.

Personnel:	Chair – Mr. Gardener Committee Members – Mr. Bernard, Mr. Houtz, and Mr. Kahl
Curriculum:	Chair – Mrs. Souders Committee Members – Mrs. Boyer, Mr. Houtz, and Mr. Kahl
General Serv.:	Chair – Mr. Houtz Committee Members – Mrs. Boyer, Mr. Mark, and Mrs. Souders
Finance:	Chair – Mrs. Boyer Committee Members – Mr. Gardener, Mr. Mark, and Mrs. Walck
Technology:	Chair – Mr. Mark Committee Members – Mr. Bernard, Mr. Gardener, and Mr. Houtz

D. Appointed a representative and alternate to the Lebanon County Earned Income Tax Bureau – **Mr. Bernard, rep., Mr. Mark, Alternate.**

- E. Appointed a representative and alternate to the Lebanon County Tax Collection Committee – ***Mr. Bernard, rep., Mr. Mark, Alternate.***
- F. Appointed a representative to the Harrisburg Area Community College Advisory Council (Lebanon Campus) – ***Mr. Kahl.***
- G. Appointed a representative and alternate to Lebanon County Career & Technology Center (three-year term, which will expire 2014) – ***Mrs. Boyer, rep., Mr. Mark, Alternate.***
- H. Appointed a representative to the PA School Board Legislative Committee – ***Mr. Houtz.***
- I. Appointed a representative to the Ad Hoc Policy Committee – ***Mrs. Walck, rep., Mr. Mark, Alternate.***

Election of Treasurer

Mr. Gardener nominated Mrs. Boyer for the office of Treasurer. Mr. Bernard moved the nominations be closed, seconded by Mr. Kahl and approved by voice vote, all voting Aye, the nominations were closed. The secretary cast a unanimous ballot. Mrs. Boyer was elected as Treasurer for the remainder of the current term, which expires June 30, 2012.

Board President Communications

1. The Board met in Executive Session prior to tonight's meeting, December 5, 2011 at 5:30 p.m. to discuss personnel matters.

Students of the Month

Intermediate School: Emily Williams & Alexander Bricker (Mrs. Lindsey Hibshman's class)
 Middle School: Sara Bentz & Ryan Risser
 High School: Amy Kreider & Andrew Weisbrodt

On behalf of the Board, President Moll congratulated the students and parents on their accomplishments.

Student Council Report

Rachel Tyler, Student Council President, reported on Pennies for Patients and future activities.

Public Comments – Items On the Agenda

No comments made.

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

On a motion by Boyer, seconded by Mark and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 11-30-11.

Personnel Committee – Mr. Ed Gardener, Chair

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

A. Approved the following leave requests:

1. Nicholas Wright –beginning approximately December 17, 2011 through the holiday break
2. Ashli Shay –beginning approximately February 10, 2012 to approximately March 23, 2012

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

B. Approved the following field trip/tournament requests:

1. Chad Miller and the ELCO varsity wrestling team for an overnight stay for the Delco Duals at Academy Park High School in Philadelphia, PA, December 26, 2011. (There is no cost to the district.)
2. Jenn Martin, high school French teacher, French students, ELCO students and families, to travel to New York City to spend the day in New York City (visiting the Metropolitan Museum of Art and attend a show on Broadway) on Saturday, April 28, 2012. (The participants will pay the cost of the trip.)

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

- C. Approved a contract for staffing services with MediQuest for substitute nurses at the rate of LPN - \$34.74/hr., and RN - \$40/hr. MediQuest will be utilized for substitutes only in cases in which there is no substitute available from the approved ELCO substitute list. (Board Attachment)

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

- D. Approved Kirk Keppley as Varsity Head Boys' Soccer coach for the 2012 fall season.

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

- E. Approved the following bus driver changes/additions (pending completion of all paperwork):

1. Danielle Ebersole – from bus aide to van driver
2. Kevin Keller – new substitute bus driver

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

- F. Approved adding the following individuals to the ELCO sub list (pending receipt of all documentation):

1. Christine Sterck – Biology, Enviro. Ed., General Science, Earth & Space Science
2. Tracey Fisher – Instructional Aide
3. Beth Helsell – Instructional Aide/Secretarial
4. Nancy Trella – Instructional Aide
5. Hanna Newell-Seyfert – IU sub, all areas
6. Tara Loew – IU sub, all areas

Finance Committee – Mrs. Carrie Boyer, Chair

XVIII - Item A

Dr. Nilsen reported - Mr. Bernard needs to abstain on payment of bills.

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

- A. Approved payment of bills as found listed and attached to the December 5, 2012 Board Agenda in the amounts indicated:

General Fund payments in the amount of	\$940,423.87
Athletic Fund payments in the amount of	\$10,878.56
Construction Fund payments in the amount of	\$30,165.50
Cafeteria Fund payments in the amount of	\$107,869.83

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

- B. Approved Budget Transfers.

XVIII – Item C

*Jadell Souders - questioned the vote on Keystone regarding satisfaction.
Carrie Boyer responded – seeking other options after this year.*

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

- C. Approved a collection agreement with Keystone Municipal Collections for real estate and per capita taxes for 2012, excluding delinquent per capita taxes.

XVIII – Item D

Jadell Souders – questioned who oversees – Mr. Felty.

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

- D. Approved the addition of a high school Raiderthon Student Activity Account.

Principal Reports

All principals reported on Holiday activities. Mrs. Walck reported on mother and child activity at the Intermediate School.

Superintendent's Report

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

- A. Approved revision to Policy #916 – Community, School Volunteers (First Reading). (Public Attachment)

Dr. Nilsen shared the following dates/information:

- B. Important Dates:

Christmas Concerts:

December 8 – 5th Grade Holiday Concert, 7:00 pm
December 9 & 10 – Millcreek Kids' Theatre Company – MS Forum (9th at 7:00, 10th at 2:00)
December 13 – 4th Grade Holiday Concert, 7:00 pm
December 15 – MS Band Concert, 7:00 pm
December 18 – HS Holiday Concert, 2:00 pm
December 19 – MS Chorus Concert, 7:00 pm

- C. Orientation for New School Directors through the LLIU 13 – January 30, 2012 (registrations are due to Gloria Hill by January 12, 2012)
- D. Holiday concerts attendance appreciated.

Public Comments – Items On/Off the Agenda

No comments made.

Old Business

Mrs. Souders thanked Mr. Gardener for being President the past two years.

New Business

Board fitness night on Thursday reported by Mr. Kahl.

Adjournment

On a motion by Gardener, seconded by Souders and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:59 p.m.

Respectfully submitted

Douglas G. Good
Board Secretary