

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 3, 2012

The Re-Organization and Regular Board of Education Meeting was called to order by President Moll 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 Moll 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, Houtz, Kahl, Mark and Moll. Also in attendance were the following from the administrative team: Dr. Zuilkoski, Mr. Felty, Mr. Gerhart, Mrs. Bowersox, Mrs. Stauffer and Mrs. Shoemaker; Gwen Boltz, Business Manager; Stacy Edris, Asst. Business Manager; Bob Boltz, Director of Technology; Jennifer Haas, High School Asst. Principal; Chris Rada, Middle School Asst. Principal; William Zee, from HUB (Hartman Underhill & Brubaker); Douglas Good, Board Secretary; and five community members.

Students of the Month – presented by Mr. Jack Kahl

Intermediate School:	Ashley Martin & Nikolas Harnish (Mrs. Lindsey Hibshman's class) <i>present</i>
Middle School:	Madelyn Sweatlock & Tyler Hill
High School:	Vanessa Wolgemuth & Christopher Simion

On behalf of the Board, the President congratulated students and thanked the parents for their support.

Student Council Report

Deanna Martin reported on re-elections, sale of wristbands, and holiday fun day.

Appointment of Temporary President

Mr. Bernard was nominated as Temporary President by Mr. Gardener. Gardener made a motion to close the nominations, seconded by Kahl. Roll Call vote to close the nominations: all Aye. Therefore, with no other nominations, Mr. Bernard was appointed Temporary President.

Election of Officers

Mr. Gardener nominated Mr. Moll for the office of Board President. Mrs. Boyer moved to close the nominations and the Secretary to cast a unanimous ballot, seconded by Houtz and approved by Roll Call vote, all voting Aye, Mr. Moll was elected to the office of Board President.

Mr. Gardener nominated Mr. Bernard for the office of Vice-President. Mrs. Boyer moved to close the nominations and the Secretary to cast a unanimous ballot, seconded by Kahl and approved by Roll Call vote, all voting Aye, Mr. Bernard was elected to the office of Vice-President.

Newly elected President Moll assumed the chair.

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

A. Established rules of operation:

“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 Boyer, seconded by Mark 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 2013 calendar year.

EASTERN LEBANON COUNTY SCHOOL DISTRICT
2013 CALENDAR OF BOARD MEETINGS

Committee-of-the-Whole &
General Purposes

January 7, 2013
February 4, 2013
March 4, 2013
April 8, 2013 (2nd Monday)
May 6, 2013
June 3, 2013
NO Committee Mtg.
NO Committee Mtg.
September 9, 2013 (2nd Monday)
October 7, 2013
November 4, 2013
NO Committee Mtg.

Regular Board of Ed. Meetings
December 3, 2012 (Re-Organization)

January 14, 2013
February 11, 2013
March 11, 2013
April 15, 2013 (3rd Monday)
May 13, 2013
June 17, 2013 (3rd Monday)
July 8, 2013
August 12, 2013
September 16, 2013 (3rd Monday)
October 21, 2013 (3rd Monday)
November 11, 2013
December 2, 2013 (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 pm, 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 PM, 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 to the PA School Board Legislative Committee – **Mr. Houtz.**
- H. Appointed a representative to the Ad Hoc Policy Committee – **Mrs. Walck**

Board President Communications

1. The Board will meet in Executive Session following tonight's meeting to discuss personnel matters.

Public Comments – Items On the Agenda

No comments were made.

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, the Minutes of 11-12-12 were approved.

On a motion by Kahl, seconded by Houtz and approved by voice vote, all voting Aye, the Treasurer's Report was approved as presented and filed for audit for the month ending 11-30-12.

ALL ITEMS ARE ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

Item A – Souders asked for explanation – must attend committee meeting.

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

- A. Approved a salary adjustment for Board Secretary, Douglas Good, to \$800/year, retroactive to July 1, 2012.

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

- B. Approved request to transfer Lauren Ritchie *from* substitute *to* cafeteria helper (subject to assignment), retroactive to December 1, 2012. (NOTE: This fills the final vacancy we've been carrying since the beginning of the year.)

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

- C. Approved the following leave requests:

1. Kristi Hummer –period of approximately 6 to 9 weeks beginning on or about March 1, 2013
2. Tamara Showers – period of approximately 6 weeks beginning on or about March 27, 2013
3. Alysha Burkholder – period of approximately 9 to 12 weeks beginning on or about April 9, 2013
4. Alanna Hildebrand – period of approximately 6 to 8 weeks beginning on or about April 10, 2013

On a motion Gardener, seconded by Kahl and approved by voice vote, all voting Aye, with one NO vote by Gardener, Item D, with the exception of # 5, was approved:

- D. Approved the following conference/field trip/tournament requests:

1. Robert Miller, Wyatt Hall, Holly Hartman and Mitch Davis to travel and attend the Everything Track & Field All Star Clinic, December 13-14, 2012, in Atlantic City, NJ. (Cost to the district will not exceed \$800, which has been budgeted.)
2. 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, 2012. (There is no cost to the district.)
3. Stacy Dieffenbach, chaperones, and FFA students to travel and attend the 2012 ACES (Agricultural Cooperation Establishes Success) conference, February 16-17, 2013, at the Harrisburg/Hershey Sheraton Hotel. (Costs to the district are for busing and advisor registration, which has been budgeted.) (Board Attachment)
4. Chad Miller and *qualifying varsity athletes* for the State Wrestling Tournament in Hershey, PA, March 6-8, 2013. (There is no cost to the district.)
5. ***Terrie Stauffer to travel and attend the ASCD Conference, March 14-19, 2013 in Chicago, IL. (Cost to the district will be approximately \$1200, which has been budgeted.)***
6. David Fair, chaperones, and high school chorus students to travel and attend the Broadway Show Newsies, and tour New York City, April 24, 2013. (Costs to the district are for a sub only.)
7. David Fair, chaperones and high school chorus and band to travel and attend the High Note Music Festival at Great Adventure in New Jersey, May 17, 2013. (Costs to the district are for subs only.)

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, with one NO vote by Souders, Item D #5, was approved:

5. ***Terrie Stauffer to travel and attend the ASCD Conference, March 14-19, 2013 in Chicago, IL. (Cost to the district will be approximately \$1200, which has been budgeted.)***

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

- E. Approved granting Tenure to Holly Serio, elementary music teacher.

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

- F. Approved the following individuals as musical staff for the 2013 Spring musical (Pajama Game):

Director	Ken Krause
Choreographer	Ashley Huttenstine
Business Manager	Denise Weaver
Publicity	Brian Trupp
Costumes	Michelle Baker
Set/Stage	TBD
Orchestra/Choral Director	Dave Fair
Orchestra Contractor	Ken Krause
Rehearsal Accompanist	Melody Fair

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

G. Approved Dakota Black as a volunteer coach for wrestling (pending receipt of clearances).

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

H. Approved Donald Anspach as a substitute bus driver (pending all clearances and training).

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

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

1. Abigail Oswald – Elementary K-6
2. Jodi Weiant – Elementary K-6
3. Vida Rodriguez – IU sub, all areas
4. Joel Ramos – IU sub, all areas

General Services Committee – Mr. Scott Houtz, Chair

The introduction of Anthony Brochu, Jr., our new Food Service Director was made by Gwen Boltz.

Finance Committee – Mrs. Carrie Boyer, Chair

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

A. Approved payment of bills as found listed and attached to the December 3, 2012 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$1,269,382.54
Construction Fund payments in the amount of	\$0.00
Cafeteria Fund payments in the amount of	\$113,138.29
Debt Service	\$8,145.77

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

B. Approved Budget Transfers. (Board Attachment)

Item C – Gwen reported on a 90-day out

On a motion by Boyer, seconded by Walck 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 2013, excluding delinquent per capita taxes.

Item D – Haas reported this is now formalized club

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

D. Approved creation of a new high school club and activity account, Raider Rowdies.

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

E. Approved the Audit Report for June 30, 2012 prepared by Trout, Ebersole and Groff.

The President congratulated Gwen and her staff.

Principal Reports

All gave report on activities in their schools.

Superintendent's Report

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

A. Approved revisions to Policy 113.3 – Programs, Behavior Support For Students With Disabilities (**2nd Reading**). (Public Attachment)

B. Important Dates:

Christmas Concerts:

December 11 – 5th Grade Holiday Concert, 7:00 pm (IS)
December 13 – MS Holiday Concert, 7:00 pm (HS auditorium)
December 16 – HS Holiday Concert, 2:00 pm (HS auditorium)
December 18 – 4th Grade Holiday Concert, 7:00 pm (IS)
December 20 – K-2 Family Holiday Sing-Along, 7:00 pm (FZ Café)

Public Comments – Items On/Off the Agenda

No comments were made.

Old Business

No old business was reported.

New Business

No new business was reported.

Adjournment

On a motion by Gardener seconded by Boyer and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:58 p.m.

Executive Session

The Board met in Executive Session following the meeting to discuss personnel matters.

Respectfully submitted

Douglas G. Good
Board Secretary