

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

January 9, 2012

6:05 p.m.

The Committee-of-the-Whole Meeting was called to order by President Leon Moll at 6:05 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole 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; Messrs. Bernard, Gardener, Houtz, Kahl, Mark, Moll. Also in attendance were the following from the administrative team: Dr. Nilsen, Mr. DuBois, Mr. Felty, Mr. Gerhart, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Stacy Edris, Assistant Business Manager; Bob Boltz, Technology Director; Douglas Good, Board Secretary; three community members; and a reporter from the Lebanon Daily News.

Board President Communications

1. The Board met in Executive Session on January 9, 2012 at 5:30 p.m. to discuss personnel issues.

Public Comments – Items On the Agenda

No comments made.

Presentation – Scott Shearer of PFM (potential refinancing opportunity)

*Bernard questioned call feature – five year
Consensus was to proceed.*

ACTION ITEMS

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. Accepted the resignation of Mrs. Carrie Boyer as Assistant Board Secretary. (Mrs. Boyer currently holds the position of Treasurer of the School Board.)**

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

- B. Appointed Mrs. Gloria Hill, Administrative Assistant to the Superintendent, as Assistant Board Secretary.**

*Item C: Ed Gardener – \$480,000 savings could be realized.
Souders – extreme reservation voting in favor.*

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

C. Approved a Memo of Understanding (MOU) with the Eastern Lebanon County Education Association providing for an early retirement incentive.

*Item D: Souders questioned experience of applicant.
Shoemaker – assured has experience thru IU.*

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

D. Approved a “Letter of Temporary Employment” to Aleesa Groff as a long-term substitute for the sabbatical leave of Judy Moyer, high school Special Ed teacher, for 2nd semester of the 2011-2012 school year, at a salary of Bachelor’s – Step 1, prorated (\$221.98/day), pending receipt of all documentation.

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

E. Approved the following changes for bus drivers (pending receipt of all documentation):

1. **Danielle Ebersole – added as substitute bus driver (will continue as full-time van driver)**
2. **Martha Shaak – added as substitute bus driver (will continue as full-time aide)**

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

F. Approved the following coach for the 2012 winter sports season:

1. **Zachary Hickernell – volunteer wrestling coach**

*Item G: Moll questioned budgeted item.
Nilsen responded from FFA budget.*

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

G. Approved the following conferences/trip requests:

1. **Stacy Dieffenbach, Jason Kline (driver & chaperone, pending receipt of clearances) and the FFA officer team to travel to and attend the Winter FFA Officer’s Retreat in Middleburg, PA, January 20-21, 2012. (The cost of the trip is a budgeted item.)**

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

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

1. **Daniel Sidelnick – Social Studies**
2. **Jennifer Greene- Elementary K-6**
3. **Suzanne Ellefson – Instructional Aide**

Finance Committee – Mrs. Carrie Boyer, Chair

*Item A: Boyer read overall budget (attached sheet – Attachment A).
Bernard questioned health insurance.
Boltz responded 11% maximum increase.*

On a motion by Boyer, seconded by Bernard and approved by Roll Call Vote all voting Aye, Item A was approved:

- A. **Approved Resolution #01-09-12-I adopting a preliminary budget for 2012-2013 and authorizing administration to apply for exceptions for which the district might be eligible. (Public Attachment)**

NON-ACTION ITEMS

The Board reviewed and discussed the following:

Personnel Committee – Mr. Ed Gardener, Chair

- A. Recommend approval of the following leave requests:
1. Stacy Edris – February 14 through March 14, 2012
 2. Christina Watson – February through June 2012 (Intermittent, exact start date TBD)
 3. Victoria (Tori) Taylor – April 4 through June 7, 2012
- B. Recommend approval of a full-year sabbatical leave to Laura Weaver, 5th grade teacher at Intermediate School, for the school year of 2012-2013, for professional development.

Curriculum Committee – Mrs. Jadell Souders, Chair

- A. Recommend approval of the 2012-2013 School Calendar. (Public Attachment)
- B. Recommend approval to conduct an Internet Safety Survey to students in grades 3-12 at the end of February beginning of March. (Public Attachment)

General Services Committee – Mr. Scott Houtz, Chair

- A. Recommend approval for the construction of a school garden at the Intermediate School per proposal and diagram. (Public Attachment)

Finance Committee – Mrs. Carrie Boyer, Chair

- A. Recommend approval of payment of bills as found listed and attached to the January 9, 2012 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$2,090,038.13
Athletic Fund payments in the amount of	\$21,381.38
Construction Fund payments in the amount of	\$5,477.00
Cafeteria Fund payments in the amount of	\$132,731.22

- B. Recommend approval of Budget Transfers. (Board Attachment)
- C. Request approval of an agreement with Modern Recovery Solutions for collection of delinquent 2011 per capita taxes.

Superintendent's Report

- A. Recommend approval of a revision to Policy #916, Community - School Volunteers (**2nd Reading**). (Public Attachment)
- B. Orientation for New School Directors through the LLIU 13 – January 30, 2012 (**registrations are due to Gloria Hill by January 12, 2012**)
- C. Middle School Assistant Principal Interview Process: forty-four (44) candidates.
1. Committee interviews applicants at the MS Library – January 18 & 19, 2012 (6:00 to 9:00 pm)
 2. Committee and Board members interview finalists – January 24, 2012 at the MS (6:00 to 8:00 pm)

3. Board action on candidate – February 6, 2012

D. School will not be in session on January 16, 2012.

Public Comments – Items On/Off the Agenda

1. Tom Newmaster – 20% reimbursement for Intermediate School.
Response – Gwen Boltz: not received approval from State.
Pension underpayment
Response – Gwen Boltz: paying as we go.
2. Susie Eckenroth – questioned sabbatical.
Response – Gwen Boltz – full year receives 1/2 salary, 3/4 salary for 1/2 year.
Souders – question concerning reports from member on sabbatical.

Old Business

No old business was reported.

New Business

No new business was reported.

Adjournment

On a motion by Houtz, seconded by Kahl and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 6:45 p.m. by President Moll.

Respectfully submitted,

Douglas G. Good
Board Secretary