

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

Board of Education  
Committee-of-the-Whole Meeting

ELCO Senior High School Library

March 5, 2012

6:04 p.m.

The Committee-of-the-Whole Meeting was called to order by President Leon Moll at 6:04 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; Douglas Good, Board Secretary; three members from the community; and a reporter from the Lebanon Daily News.

Board President Communications

1. The Board met in Executive Session at 5:30 p.m. on March 5, 2012 to discuss personnel matters.
2. Nomination to the IU Board for a three-year term beginning July 1, 2012

*Mr. Houtz made a motion nominating Leon Moll to serve on the IU Board. Mr. Bernard moved to close nominations, seconded by Houtz and approved by voice vote, all voting Aye. Mr. Moll was appointed to the IU Board for the Eastern Lebanon County School District for a three-year term beginning July 1, 2012.*

Public Comments – Items On the Agenda

No comments made.

***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 a “Letter of Resignation,” effective immediately, from Doug Hoffman as the girls’ assistant varsity softball coach for the 2012 spring season, but remain as volunteer coach for girls’ varsity softball.**

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

- B. Approved Guy Sticker, as the girls’ assistant varsity softball coach for the 2012 spring season as of March 5, 2012 (replacing Doug Hoffman), pending receipt of all required documentation.**

***NON-ACTION ITEMS***Personnel Committee – Mr. Edward Gardener, Chair

The Board reviewed and discussed the following:

- A. Recommend approval to employ Jennifer Hague as the School Psych. Intern for the 2012-2013 school year at a salary of \$12,000 (no benefits), ***pending receipt of all required documentation.*** (Board Attachment)
- B. Recommend approval adding the following individuals to the ELCO sub listing (***pending receipt of all required documentation***):
  - 1. Seth Moyer – Music K-12
  - 2. CarrieAnn Derr – Elem. K-6, ESL, Mid-Level English 7-9
  - 3. Kelly Heagy – Music K-12
  - 4. Adrienne Arment, RN – Nurse
  - 5. Connie Stevens – Instructional Aide
  - 6. Tiffany Arnold – Instructional Aide/Secretarial
  - 7. Courtney Ebling – Instructional Aide
  - 8. Angela Faust – Instructional Aide
- C. Recommend approval of status change for the following bus drivers:
  - 1. Thomas Ray – from substitute driver to full-time driver retroactive to January 2, 2012.
  - 2. Vanessa Risser – from substitute driver to full-time driver effective March 5, 2012.
- D. Recommend approval of the following conferences/field trips:
  - 1. Kris Haley-Paul and forty-five students of the NAHS and Millionaire Club to travel to New York City, NY to tour the Metropolitan Museum of Art and Wall Street, April 5, 2012. (*No cost to the district. Trip is on the Thursday of Easter break.*)
  - 2. Ken Miller, advisors, and students from the middle school and high school TSA's to travel and participate in the TSA State Leadership Conference in Seven Springs, PA, April 18, 19, 20, 2012. (*See Board Attachment for details of the trip and related costs, which have been budgeted.*)
  - 3. Jonathan Bickel, Dotty Noll, Donna DelCollo and high school English students to travel to Washington, D.C., for Veterans History Project field trip, May 2, 2012. Day will consist of tours of the Library of Congress, Pentagon, WWII, Vietnam and Korean Memorials, and also to present Veterans History Projects to the Director at the Veterans History Project Office. (*Cost to the district is for two subs only.*)
  - 4. Middle school teachers, Mrs. Whitmoyer, Ms. Miller, Mr. Bicher and Mr. Underkoffler, and 40, 8<sup>th</sup> grade students, to travel and visit Monticello, Colonial Williamsburg, Jamestown, and Mt. Vernon, May 9-11, 2012. The purpose of this trip is to bring to life any people, places, or ideas that were learned in Social Studies classes. Visiting historical districts will make the facts and state standards meaningful and purposeful, and will foster a sense of citizenship among participants. (*See Board Attachment for details of the trip. Cost to the district is for substitutes.*)
  - 5. Lynn Aponick and twenty students of the Chesapeake Bay Group to travel to the Karen Noonan Center, Bishops Head, MD, May 19-21, 2012. The group will do an in-depth study of the Chesapeake Bay eco system and the factors that influence it. (*The ELCO Foundation will fund the majority of the trip. The cost to the district is for one substitute.*)

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following:

- A. Recommend approval to hold the 2012 Baccalaureate service on Tuesday, June 5, 2012 at 7:30 p.m. in the high school auditorium.
- B. Recommend approval to hold the 2012 ELCO High School Commencement on Thursday, June 7, 2012 at 6:30 p.m. at New Beginnings Auditorium, Myerstown, PA.

- C. Recommend approval to accept the Eastern Lebanon County FFA Constitution, which was proposed August 2011 and accepted on February 8, 2012. (Public Attachment)

General Services Committee – Mr. Scott Houtz, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of a request from the elementary and middle school instrumental music staff to run the summer band program again this summer, known as Bandapalooza. This would be at no cost to the district (funded by the students participating). Details: Rehearsal dates – July 9, 17, 24, 31 and August 6, 2012 (all at 6:30 p.m.); Concert date – August 7, 2012 at 7:00 p.m.; Location – Middle School; Registration fee - \$30 per student; Grades – grades 4 through 8 (rising grades 5 through 9).

Finance Committee – Mr. Brandon Bernard, Acting-Chair

The Board reviewed and discussed the following:

*Item A will be a pulled from Consent Items on the March 12, 2012 agenda.*

- A. Recommend approval of payment of bills as found listed and attached to the March 5, 2012 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$3,412,790.40
Athletic Fund payments in the amount of	\$11,289.90
Construction Fund payments in the amount of	\$16,520.47
Cafeteria Fund payments in the amount of	\$112,731.88
Debt Service	\$2,295,430.36

- B. Recommend approval of Budget Transfers. (Board Attachment)
- C. Recommend approval of the annual audit report for the fiscal year ending June 30, 2011.
- D. Recommend approval of an engagement letter with ParenteBeard to review data related to earned income tax collections.

Superintendent’s Report

- A. Announcements/Events:

1. LLIU 2012 Legislative Breakfast – to be held at IU#13, Monday, March 12, 2012, 7:30 to 9:45 AM
2. 2012 LLIU 13 Partnership Convention – April 11, 2012, hosted by the Penn Manor School District (*please return all registrations/reservations to Gloria no later than March 16, 2012*)
3. Statement of Financial Interests forms – *please complete and return to Gloria no later than May 1, 2012*
4. Disc was given to board concerning education that will be presented to various groups.
5. Dr. Nilsen reviewed with the board PA Education budget highlights from a PA Budget Seminar.

Public Comments – Items On/Off the Agenda

1. Missy Newmaster – questions concerning graduation if it could be moved back to the high school and have class vote on having it off campus.  
*President asked the General Services Committee to discuss issue.*

Old Business

No old business was reported.

New Business

No new business was reported.

Adjournment

On a motion by Gardener, seconded by Houtz and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 6:36 p.m. by President Moll.

Respectfully submitted,

Douglas G. Good  
Board Secretary