

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

June 4, 2012

6:02 p.m.

The Committee-of-the-Whole Meeting was called to order by President Leon Moll at 6:02 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, and Moll. Also in attendance were the following from the administrative team: Dr. Nilsen, Mr. DuBois, Mr. Felty, Mr. Gerhart, Mr. Janicelli, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Stacy Edris, Asst. Business Manager; Bob Boltz, Director of Technology; Chris Rada, MS Asst. Princ. Elect; Douglas Good, Board Secretary; thirteen community members; Laura LeBeau of WLBR; and a reporter from the Lebanon Daily News.

Board President Communications

1. The Board met in Executive Session at 5:30 p.m., June 4, 2012 to discuss legal and personnel matters.

Written Requests to Address the Board

1. Mr. Dennis Oliviero – topic: personnel matter

President offered an Executive Session to discuss concerns.

Public Comments – Items On the Agenda

No comments made.

ACTION ITEMS

Personnel Committee – Mr. Edward Gardener, Chair

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

- A. Approved a Memo of Understanding (MOU) with the Eastern Lebanon County Educational Association, which freezes horizontal movement on the salary scale for the 2012-2013 school year. (Board Attachment)**

Gardener commented on the staff's cooperation and the savings of \$114,000 with this agreement.

Curriculum Committee – Mrs. Jadell Souders, Chair

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

- A. **Approved a new district policy – Policy 816 – Internet Safety (First Reading; 2nd Reading will occur on 6/18/12 due to approval needed July 1, 2012.) (Public Attachment)**

General Services Committee – Mr. Scott Houtz, Chair

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

- A. **Approved ratification of administration action to sign agreements with EnerNOC, Inc. to participate in an Act 129 Demand Response Program involving Jackson Elementary, Fort Zeller Elementary, ELCO Intermediate, Middle and High Schools, noting participation in the program could reap revenue as high as \$20,000 for the year.**

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

The Board discussed and reviewed the following:

- A. Accept a “Letter of Resignation” from Kristi Achey, cafeteria employee, retroactive to May 25, 2012.
- B. Accept a “Letter of Resignation” from Andrea Bottomstone, 1:1 Aide, retroactive to May 29, 2012.
- C. Accept a “Letter of Resignation” from David Fair, as advisor of the ELCO High School Student Council, effective at the conclusion of the 2011-2012 school year.
- D. Recommend approval granting Tenure to the following individuals:
1. Sara Faust – Elementary Special Ed teacher
 2. Todd Gaffney – Elementary Physical Ed teacher
 3. Kristi Reichard – 5th Grade teacher
 4. Angela Rodriguez – Kindergarten teacher
 5. Kylie Whoolery – Middle School Family & Consumer Science teacher
- E. Recommend approval of a “Letter of Temporary Employment” to Corrine Shaak, as a 5th grade teacher at the Intermediate School, for the sabbatical leave of Laura Weaver, for the school year of 2012-2013 at a salary of Bachelors’ – Step 2 (\$43,482).
- F. Recommend approval of a transfer in position of Sheri Davis, from a full-time instructional aide to a 12-month Administrative Assistant at the Intermediate School beginning July 1, 2012 (7.5 hours/day) at an hourly rate of \$14.60. (Board Attachment)
- G. Recommend approval for employment of the following individuals, “subject to assignment” (pending receipt of all required documentation):

Item G1 - 25 Candidates – no candidate with EMT certification. She will acquire certification during the next two school years. Mr. Kirchner will fill in next year and instructor from HACC to keep EMT program running.

1. Chemistry teacher - Ashley Huttenstine, on a Temporary Professional Contract, at a salary of Bachelors’ Step 1 (\$42,463) beginning the 2012-2013 school term (replacing Ms. Boehler-Walsh/Mr. Kirchner). (Board Attachment)

2. Scott Krause as a Special Education Classroom Aide (subject to assignment) effective August 22, 2012, at a salary of \$10.83/hour (7.5 hours/day, 189 paid days per school year), pending receipt of all required documentation. (Board Attachment)

H. Recommend approval to employ the following individuals as coaches for the 2012 Fall Sports season:

Sport	Level	Capacity	Last Name	First Name
Football	Varsity	Head Coach	Evans	Mark
Football	Varsity	Assistant	Carley	John
Football	Varsity	Assistant	Thomas	Earl
Football	Varsity	Assistant		
Football	Junior High	Assistant	Newswanger	Eric
Football	Junior High	Assistant	Hall	Wyatt
Football	Junior High	Assistant	Bashore	Robert
Football	Varsity	Volunteer	Fulk	Derek
Football	Varsity	Volunteer	Brixius	Dave
Football	Varsity	Volunteer	Williams	Robert
Football	Varsity	Volunteer	Gbadyu	Bani
Football	Junior High	Volunteer	Thomas	Derek
Boys Soccer	Varsity	Head Coach	Keppley	Kirk
Boys Soccer	Varsity	Assistant	Fulk	Derek
Boys Soccer	Varsity	Assistant		
Boys Soccer	Junior High	Assistant	Landis	Matt
Boys Soccer	Junior High	Assistant		
Boys Soccer	Varsity	Volunteer		
Boys Soccer	Varsity	Volunteer	Mentzer	John
Girls Soccer	Varsity	Head Coach	Keller	Steve
Girls Soccer	Varsity	Assistant	Lamm	Katie
Girls Soccer	Varsity	Assistant	Smith	Robert
Girls Soccer	Junior High	Assistant	Shober	Samantha
Girls Soccer	Junior High	Assistant	Soto	Wes
Girls Soccer	Varsity	Volunteer	Peiffer	Matt
Girls Soccer	Varsity	Volunteer	Hickernell	Steve
Field Hockey	Varsity	Head Coach	Kercher	Lisa
Field Hockey	Varsity	Assistant	Weiler	Emily
Field Hockey	Varsity	Assistant	Keath	Ashley
Field Hockey	Junior High	Assistant	Miller	Brenda
Field Hockey	Junior High	Assistant	Boyer	Meghan
Girls Tennis	Varsity	Head Coach	Cook	Zach
Girls Tennis	Varsity	Volunteer	Shaak	Cathy
Girls Tennis	Varsity	Volunteer	Gyorke	Chris
Cross Country	Varsity	Head Coach	Gerberich	Charles
Cross Country	Junior High	Assistant	Whoolery	Kylie
Cross Country	Varsity	Volunteer	Donghia	Mollie
Golf	Varsity	Head Coach	Meyer	Dave
Girls Volleyball	Varsity	Head Coach	Dissinger	Paul
Girls Volleyball	Varsity	Assistant	Glant	Joshua
Girls Volleyball	Varsity	Volunteer	Harpold	Wes
Girls Volleyball	Varsity	Volunteer	Yingst	Bryan

Cheerleading	Varsity	Head Coach	Liskey	Lisa
Cheerleading	Varsity	Assistant	N/A	N/A
Cheerleading	Junior High	Assistant	Reinhart	Jennifer
Cheerleading	Varsity	Volunteer	George	Jennifer
Cheerleading	Varsity	Volunteer	Fake	Sherri
Cheerleading	Varsity	Volunteer	Derr	Sarah

I. Recommend approval of the following individuals as substitute bus drivers for the 2012-2013 school year (pending receipt of all required clearances):

1. Arnold Miller
2. Rory Brooks II
3. Raymond Tshudy
4. Paul Shenk

J. Recommend approval of the following leave request:

1. Monica Hill, HS Guidance Admin Asst. – beginning June 26, 2012 for a period of approximately three weeks

Items K-M will be Non-Consent items on the Agenda of June 18, 2012

K. Remove from the table the following motion tabled May 14, 2012:

Recommend approval of the following job description: Administrative Assistant for the Technology Department. (Public Attachment)

L. Recommend approval of the following job description: Administrative Assistant for the Technology Department. (Public Attachment)

M. Recommend approval to accept the revised Act 93 Agreement. **(Roll Call Vote)**(Board Attachment)

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of revisions to the 2012-2013 Student/Faculty Handbooks (K-2, 3-5, MS & HS). (Board Attachment)

General Services Committee – Mr. Scott Houtz, Chair

The Board reviewed and discussed the following:

- A. Request approval appointing Drs. Flanagan and Noone as school dentists at an annual cost of \$3,630 for the 2012-2013 school year.
- B. Request approval of a shelter agreement with The American Red Cross allowing the ELCO Middle and High School facilities to serve as emergency shelters.
- C. Request approval to renew an agreement with Delta Dental of Pennsylvania to provide third party administrator services for the district’s dental program for 2012-2013 school year.
- D. Move to approve the following bid award by the Lancaster-Lebanon Joint Purchasing Board:

Technology Education Multimedia Supplies	\$1,648.36
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- E. Request approval of the district’s property, liability and workers’ compensation package in the total amount of \$174,160. (4.67% increase)

Finance Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of payment of bills as found listed and attached to the June 4, 2012 Board Agenda in the amounts indicated (Board Attachment):

General Fund payments in the amount of	\$1,293,097.73
Athletic Fund payments in the amount of	\$13,151.33
Construction Fund payments in the amount of	\$0.00
Cafeteria Fund payments in the amount of	\$97,554.41
Debt Service	\$814,942.38

- B. Recommend approval of Budget Transfers for the 2011-2012 fiscal year that may be required by the local auditors subsequent to June 30, 2012.
- C. Request approval of designation of depositories and bank accounts for 2012-2013. (Board Attachment)
- D. Move to approve a new district policy concerning fund balance. (**Second Reading**) (Public Attachment)
- E. Request approval of Resolution #06-18-12-I concerning homestead/farmstead exemptions for the 2012-2013 fiscal year. (Board Attachment)
- F. Request approval of Resolution #06-18-12-II concerning fund balance designations at June 30, 2012. (Board Attachment)
- G. Request approval of Resolution #06-18-12-III concerning installment payments of real estate taxes. (Board Attachment)

Items H-I will be be Non-Consent items on the Agenda of June 18, 2012

- H. Request approval of changes to the 2012-2013 proposed ELCO School District Budget. (**Roll Call Vote**)
- I. Request approval of the 2012-2013 ELCO School District General Fund Budget. (**Roll Call Vote**)

Superintendent’s Report

- A. Announcements/Events:

1. June 5, 2012 – 7:30 p.m. – Baccalaureate, HS Auditorium
2. June 7, 2012 – 6:30 p.m. – Commencement, New Beginnings Auditorium
3. June 5, 2012 – MS & IS Awards Ceremony
4. MS Choral Program
5. Mrs. Kurtz Blood Drive – 112 units raised by ELCO Community

Public Comments – Items On/Off the Agenda

1. Len Schott – board position on EIT
2. Missy Newmaster – EMT training cost; how does public know if a faculty member has been disciplined
3. Laura LeBeau – questioned if an infraction did take place

Old Business

Souders questioned – school calendar being available in hard copy
Response – Mrs. Stauffer is looking into printing

New Business

Bernard made a motion to add an item to the agenda, seconded by Boyer, and approved by voice vote, all voting Aye, the following item was added:

Move to approve and accept the provision of the “Grumbine Plan” conditioned upon the granting of a minimum 19-year repayment plan beginning in 2012.

Discussion - \$61,000 repayment interest free. Boyer and Gardener being good stewards need to accept 19-year repayment plan. After much discussion the board voted.

On a motion by Bernard, seconded by Boyer and approved by Roll Call Vote, all voting Aye, the motion was approved.

Approved and accepted the provision of the “Grumbine Plan” conditioned upon the granting of a minimum 19-year repayment plan beginning in 2012.

President Moll announced an Executive Session for personnel reasons would be held following the meeting, not to return for action.

Adjournment

On a motion by Gardener, seconded by Bernard and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 6:50 p.m. by President Moll.

Respectfully submitted,

Douglas G. Good
Board Secretary