

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

Regular Board of Education Meeting  
ELCO High School Library

June 18, 2012

The 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 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. Gardener, Houtz, Kahl, Mark, and Moll. Absent from the meeting was Mr. Bernard. Also in attendance were the following from the administrative team: Dr. Nilsen, Mr. DuBois, Mr. Felty, Mrs. Shoemaker, Mr. Janicelli, Mr. Gerhart, and Mr. Rada; Gwen Boltz, Business Manager; Bob Boltz, Director of Technology; Doug Dresch, Director of Buildings and Grounds; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; and two members of the community.

Board President Communications

1. The Board met in Executive Session on June 4, 2012 following the Committee-of-the-Whole Session to discuss personnel matters, not to return for action.
2. Thank you card from Sandy Hibshman.

Public Comments – Items On the Agenda

No comments were made.

On a motion by Gardener, seconded by Boyer and approved by voice vote, all voting Aye, the Minutes of 05-14-12 and 06-04-12 were approved. (*Amended to read 05-14-12 and not the original motion of 05-13-12.*)

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 05-31-12.

**CONSENT ITEMS (items discussed June 4, 2012) – Mrs. Carrie Boyer**

On a motion by Boyer, seconded by Houtz and approved by voice vote, all voting Aye, *all* Consent Items were approved:

Personnel Committee

- A. Accepted a "Letter of Resignation" from Kristi Achey, cafeteria employee, retroactive to May 25, 2012.
- B. Accepted a "Letter of Resignation" from Andrea Bottomstone, 1:1 Aide, retroactive to May 29, 2012.
- C. Accepted 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. Moved to Non-Consent Items - *Approved granting Tenure to the following individuals*
- E. Approved a "Letter of Temporary Employment" to Corinne Shaak, as a 5<sup>th</sup> 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. Approved a transfer in position to 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, 250 paid days per year) at an hourly rate of \$14.60. (Board Attachment)
- G. Approved employment of the following individuals, “subject to assignment” (pending receipt of all required documentation):
  - 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. Approved employing the following individuals as coaches for the 2012 Fall Sports season:

Sport	Level	Capacity	Last Name	First Name
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	Woolery	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. Approved 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. Approved the following leave request:

- 1. Monica Hill, HS Guidance Admin Asst. – to begin on or about June 26, 2012 for a period of approximately three weeks.

Curriculum Committee

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

General Services Committee

- A. Approved appointing Drs. Flanagan and Noone as school dentists at an annual cost of \$3,065 for the 2012-2013 school year.
- B. Approved a shelter agreement with The American Red Cross allowing the ELCO Middle and High School facilities to serve as emergency shelters.
- C. Approved renewing 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. Approved the following bid award by the Lancaster-Lebanon Joint Purchasing Board:

Technology Education Multimedia Supplies	\$1,648.36
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Finance Committee

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

G. Approved Resolution #06-18-12-III concerning installment payments of real estate taxes. (Board Attachment)

**NON-CONSENT ITEMS**

The following motion was pulled from Consent Items, Personnel Committee, Item D

*Kahl – Concern with Tenure in general.*

*Souders – Questioned if parent input is allowed in process.*

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, with one (1) NO by Kahl.

A. Approved granting Tenure to the following individuals:

1. Sara Faust – Elementary Special Ed teacher
2. Todd Gaffney – Elementary Physical Ed teacher
3. Kristi Reichard – 5<sup>th</sup> Grade teacher
4. Angela Rodriquez – Kindergarten teacher
5. Kylie Whoolery – Middle School Family & Consumer Science teacher

**Personnel Committee – Mr. Edward Gardener, Chair**

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

A. *Removed 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)*

**Item B**

*Gardener – Concern about adding new position is why it was tabled.*

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, with one (1) NO vote by Souders, Item B was approved:

B. *Approved the following job description: Administrative Assistant for the Technology Department. (Public Attachment)*

On a motion by Gardener, seconded by Houtz and approved by Roll Call vote, all voting Aye, Item C was approved:

C. *Approved the revised Act 93 Agreement. (Roll Call Vote) (Board Attachment)*

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

D. **Approved 7.5 hours of AWOP (Absence Without Pay) to Joe Kalbach, high school custodian, retroactive to June 11, 2012.**

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

E. **Accepted a “Letter of Resignation” from Michael Janicelli, as High School Assistant Principal, effective July 1, 2012.**

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

F. **Approved transfer of Douglas Dresch from Assistant Director of Buildings and Grounds to Director of Buildings and Grounds, effective July 1, 2012, at an annual salary of \$60,000.**

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

**G. Approved of transfer/change in employment status to the following:**

- a. Denise Weaver *from* Admin. Asst. to the HS Asst. Principal *to* Admin. Asst. to the HS Principal at an hourly rate of \$13.31 effective July 1, 2012.
- b. Vicki Carpenter *from* Admin. Asst. to the Athletic Director *to* Admin. Asst. to the HS Assistant Principal (with no changes in benefits, 200 paid days per year), effective July 1, 2012.
- c. Anne Plumby *from* Instructional Aide at the high school *to* a Personal Care Assistant (subject to assignment), at an hourly rate of \$11.63 (hours per day “per student need,” 189 paid days per year), beginning the 2012-2013 school term.
- d. Angela Porkka *from* substitute *to* Personal Care Assistant (subject to assignment), at an hourly rate of \$9.50 (hours per day “per student need,” 189 paid days per year), beginning the 2012-2013 school term. (Board Attachment)
- e. Michelle Hitz *from* substitute *to* part-time Classroom Instructional Assistant (subject to assignment), at an hourly rate of \$8.45 (3.75 hours/day, no benefits), beginning the 2012-2013 school term. (Board Attachment)

On a motion by Gardener, seconded by Mark and approved by voice vote, all voting Aye, Item H 1-3 was approved:

**H. Approved employment of the following individuals (subject to assignment, pending receipt of all required documentation) (Board Attachment):**

1. Susan Price, Classroom Instructional Assistant, at an hourly rate of \$11.50 (7.5 hours/day, 189 paid days per year), effective the 2012-2013 school term.
2. Kristi Hackman, Personal Care Assistant, at an hourly rate of \$9.66 (hours per day “per student need,” 189 paid days per year), effective the 2012-2013 school term.
3. Jean Henry, Personal Care Assistant, at an hourly rate of \$11.83 (hours per day “per student need,” 189 paid days per year), effective the 2012-2013 school term.

On a motion Gardener, seconded by Mark, all voting Aye, with one (1) abstention by Boyer, Item H4 was approved:

4. Julie Smeltzer, Personal Care Assistant, at an hourly rate of \$9.50 (hours per day “per student need,” 189 paid days per year), effective the 2012-2013 school term.

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

**I. Approved revisions to the following job descriptions (Public Attachment):**

1. 1:1 Personal Care Assistant
2. High School Assistant Principal Secretary
3. Secretary to the High School Principal

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

**J. Approved Sean Miller, middle school Science teacher, as the JV boys’ soccer coach for the 2012-2013 season.**

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

**K. Approved the following conference/trip requests:**

1. Stacy Dieffenbach and FFA officer team to travel and attend an Officer’s Retreat, July 8-9, 2012, Raystown Lake, PA. (Cost to the district is for fuel for school van only.)
2. Stacy Dieffenbach and FFA to travel and attend the 2012 National Convention to be held in Indianapolis, IN, October 22-27, 2012. (Reservations for housing must be made by July 15, 2012. Cost to the district is for fuel for school van, advisor fees and substitute, which has been budgeted. All other expenses are paid by FFA.)
3. Amy Weddle and the FBLA officers to travel and attend the 2012 State Leadership Workshop, November 4-5, 2012, at State College, PA. (Registration for the conference opens July 1, 2012 and fills up quickly. Cost to the district is for a substitute and fuel for the school van. All other expenses are paid by FBLA.)

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

L. **Approved the following leave requests:**

1. **Tara Lutz, MS Special Ed teacher – to begin August 22, 2012 to November 2, 2012.**
2. **Kati Dalton, MS Science teacher – to begin on or about August 27, 2012 through the end of the 2012-2013 school term.**

**Curriculum Committee – Mrs. Jadell Souders, Chair**

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

- A. Approved request of Austin Funk, 6<sup>th</sup> grade student, as a parent paid tuition student, for the 2012-2013 school year, per parent request.**

On a motion by Souders, seconded by Houtz, Item B was denied by voice vote, all voting NO:

- B. Approve request to waive the tuition fee of Austin Funk for the 2012-2013 school year, per parent request.**

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

- C. Approved the Eastern Lebanon County Occupational Advisory Committee Bylaws. (Board Attachment)**

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

- D. Approved the ELCO Agriculture Advisory Committee Meeting Minutes of May 30, 2012. (Board Attachment)**

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

- E. Approved a new district policy – Policy 816 – Internet Safety (2<sup>nd</sup> Reading) (Public Attachment)**

**General Services Committee – Mr. Scott Houtz, Chair**

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

- A. Approved a transportation contract with Holly Houser to provide transportation for Ty and Quinn Kegler to a bus stop located at 148 Camp Meeting Road. (Board Attachment)**

**Finance Committee – Mrs. Carrie Boyer, Chair**

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

- A. Approved changes to the 2012-2013 proposed ELCO School District Budget. (Roll Call Vote)*

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

- B. Approved the 2012-2013 ELCO School District General Fund Budget. (Roll Call Vote)*

**Item C-3**

*Board discussed the settlement and concerns.*

On a motion by Boyer, seconded by Kahl and approved by Roll Call vote, all voting Aye, Item C was approved:

- C. Approved an agreement in principle reached between special counsel for the district and counsel to the alleged underpaid entities to resolve the Lebanon County EIT over/under payment issue based on the following, subject to formal approval by this Board after preparation and execution of a settlement agreement: (Roll Call Vote)**

1. ELCO shall pay the total amounts identified by McKonly & Asbury as overpaid to ELCO between 2004 and 2007;
2. ELCO shall have a nineteen (19) year term to make such payments in equal amounts, without interest, with the first payment to be made on September 30, 2012 and subsequent payments on September 30 of the subsequent years, with final payment to be made on September 30, 2030;
3. The alleged Underpaid Entities and ELCO shall enter into an agreement similar to the Intermunicipal Agreement (commonly referred to as the Grumbine Plan) entered into between the alleged Underpaid Entities, the LCEIT Bureau and certain alleged overpaid entities concerning those entities payment of amounts identified by McKonly & Asbury as overpaid to those entities between 2004 and 2007. The agreement may include other clauses negotiated by counsel.
4. The alleged Underpaid Entities may withdraw their notice of intent to terminate the Tolling Agreement solely with regard to ELCO provided, however, that despite the requirement of sixty (60) days written notice of intent to terminate pursuant to Section 7 of the Tolling Agreement, going forward, the alleged Underpaid Entities need only provide ELCO with three (3) days written notice of intent to terminate the Tolling Agreement.

#### Principal Reports

End of year activities and farewell to DuBois and Janicelli. FFA nursery landscape won 1<sup>st</sup> place at state competition.

#### Superintendent's Report

Farewell to District. The Board President thanked him for his service.

#### Public Comments – Items On/Off the Agenda

No comments were made.

#### Old Business

No old business was reported.

#### New Business

On a motion by Houtz, seconded by Boyer, all voting Aye, an item was added to the agenda.

#### **A. Approved the District's Property, Liability and Worker's Comp package in the total amount of \$174,160 (4.67%)**

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

#### **A. Approved the District's Property, Liability and Worker's Comp package in the total amount of \$174,160 (4.67%)**

Gardener thanked Dr. Nilsen for his support. Boyer thanked Dr. Nilsen and coach Carley for football camp. Souders thanked Dr. Nilsen for patience and kindness shown.

#### Adjournment

On a motion by Gardener seconded by Boyer and approved by a voice vote, all voting Aye, President Moll adjourned the meeting at 6:56 p.m.

Respectfully submitted

Douglas G. Good  
Board Secretary