

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 1, 2010

6:04 p.m.

The Committee-of-the-Whole Meeting was called to order by President Ed Gardener 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 Gardener presiding and leading in the Opening Exercises.

Roll Call

The secretary called the roll. The following members were present: Mrs. Boyer, Mrs. Souders; Messrs. Bernard, Gardener, Houtz, Kahl, Mark, Moll, and Ondrusek. Also in attendance were the following from the administrative team: Dr. Nilsen, Dr. Grove, Mr. Felty, Mr. DuBois, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; Laura LeBeau from WLBR; and nine members of the community.

Board President Communications

1. Solicitor's Executive Session Answer - discussed by President Gardener.

Public Comments – Items On the Agenda

Mr. Len Schott – tax increase questions

**ACTION ITEMS**

**Personnel Committee – Mr. Jack Kahl, Chair**

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

- A. Approved a “Letter of Retirement” from Steven Frederick, full-time custodian, effective March 3, 2010.**

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

- B. Approved a change in employment status from substitute custodian to full-time custodian to Karen Keppley, at a rate of \$9.63/per hour, effective March 3, 2010. Also recommend waiving the probationary period, since she has worked every day since September 15, 2009.**

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

- C. Approved Janice Strong as a new substitute bus driver, effectively immediately.**

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

- D. Approved an overnight trip to participate in the Indoor Track State Championships at Penn State on Friday, March 5, 2010, for student Kayleigh Perry, and coach Wyatt Hall. (Cost was budgeted.)**

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

- E. Approved Donna DelCollo, Wes Soto, chaperones and 10<sup>th</sup> grade students, to travel to the National Geographic Museum for the Terra Cotta Warrior exhibit in Washington, D.C., March 10, 2010. (Cost to the district is for a substitute.)**

Personnel Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following:

- A. Recommend accepting a “Letter of Retirement” from the following employees:
1. Janice DuBois, Gifted Support teacher, effective the last day of the 2009-2010 school year.
  2. Marie Hibshman, high school Chemistry teacher, effective the last day of the 2009-2010 school year.
  3. Elizabeth McGuire, 3<sup>rd</sup> grade teacher at Myerstown Elementary, effective the last day of the 2009-2010 school year.
  4. Elaine Stoll, high school English teacher, effective the last day of the 2009-2010 school year.
- B. Recommend approval of “Absence Without Pay” to the following individuals:

1. Patricia Polynone, MS custodian – February 9, 10, 2010 (retro-active)
2. Stacy Snavelly – elementary Special Ed – February 16, 2010 (retro-active)
3. Peggy Troxel – elementary Librarian – March 31, 2010

C. Recommend approval for the following trips/conferences:

1. Mark Evans invited to attend the Marine Corps Educator Workshop, Paris Island, SC, April 6, 7, 8, 9, 2010 (NO cost to the district, funded by Marine Corps).
2. Dave Fair, HS Chorus and parents, for a bus trip to New York City, April 10, 2010 (NO cost to the district).
3. Ken Miller (TSA Advisor), high school and middle school qualifying TSA members to travel and attend the TSA State Conference at Seven Springs Resort in Champion, PA, April 14-17, 2010. (Cost to the district is for a substitute.)

D. Recommend the following individuals as coaches for the 2010 Spring sports season:

1. Emilee Gettle – volunteer coach for Track & Field

E. Recommend the following individuals be added to the ELCO sub listing (pending receipt of all documentation):

1. Richard Cosey, ELCO sub – Elementary K-6
2. Erik Harlan, ELCO sub – Social Studies 7-12
3. Julia Fern, ELCO sub – Nurse Asst.
4. Katherine Hess, ELCO sub – instructional aide/secretarial
5. Michelle Hitz, ELCO sub – instructional aide/secretarial
6. Teresa Trainer, IU sub – all areas

Curriculum Committee – Mrs. Jadell Souders, Chair

No Items

General Services Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

A. Recommend approval of the following Change Order:

Change Order #11 – to the General Contract to provide a lintel for an HVAC plenum at the west side of the stage at a cost of \$960.26.

B. Recommend approval of a Use of Facilities for the following:

1. Lori Binkley, elementary aide, use of a workroom at Jackson Elementary, for a 1:1 summer tutoring program held 8 a.m. to 2 p.m., Mon.-Wed.
2. Pat Hall, elementary Reading Specialist, use of a classroom at Fort Zeller Elementary, for a summer tutoring program held 8 a.m. to 12 p.m., Tuesdays and Thursdays.
3. ELCO Football Booster Club use of the high school field hockey/football practice fields and the concession stand for Flag Football, Sunday afternoons from 1 to 4 p.m., April 11, 18, 25 and May 2, 9, 16, 2010 (rain date of May 23, 2010).

Finance Committee – Mr. Leon Moll, Chair

The Board reviewed and discussed the following:

- A. Request approval of payment of bills as found listed and attached to the March 1, 2010 Board Agenda in the amounts indicated:

General account bills amounting to	\$207,075.69
Cafeteria account bills amounting to	\$141,614.94
Athletic account bills amounting to	\$9,293.01
General account prepaids for February amounting to	\$999,935.77
Cafeteria account prepaids for February amounting to	\$1,234.85
Athletic account prepaids for February amounting to	\$6,657.62
General account prepaids for March amounting to	\$0.00
Cafeteria account prepaids for March amounting to	\$0.00
Athletic account prepaids for March amounting to	\$0.00
Construction Funds	\$223,559.38
Construction Funds prepaid for February	\$585,614.28
Construction Funds prepaid for March	\$0.00

- B. Recommend approval of Budget Transfers.
- C. Recommend approval of the LLIU 2010-2011 Budget.

Superintendent's Report

- A. Important Dates:
1. March 15, 2010 – Regular Board of Education Meeting
  2. April 14, 2010 – IU 13 Partnership Convention at Palmyra Area High School  
(**reservations must be returned to Gloria Hill by March 22, 2010**).
- B. Updated Visitor Access Procedure (see attached).

The Board reviewed and discussed the following:

- C. Recommend approval to review/update/delete the following policies (**First Reading**) see attached:

**Revise/New**

- 103.1 – Nondiscrimination – Qualified Students With Disabilities
- 109 – Resource Materials
- 109.1 – Resource Materials – Challenges/Reconsideration
- 109.1 Appendix A – Request for Reconsideration of a Work
- 113 – Special Education
- 113.1 – Discipline of Students With Disabilities
- 113.3 – Behavior Support For Students With Disabilities
- 113.4 – Screening and Evaluations For Students With Disaabilities
- 114 – Gifted Education
- 122.1 – High School Band Policy
- 211 – Student Accident Insurance
- 331 – Job Related Expenses
- 338 – Sabbatical Leave
- 607 – Tuition Income
- 609 – Investment of District Funds
- 705 – Safety and Loss Control
- 808 – Food Services
- 811 – Bonding
- 812 – Property Insurance
- 813 – Other Insurance
- 818 – Contracted Services

**Delete/Remove**

- 211-R – Admin. Regulation, Student Insurance
- 618.1 – Student Activity Accounting Policy and Procedures
- 812-R – Admin. Regulation, Broker of Record
- 813-R – Admin. Regulation, Payment for Insurance Coverage

**No Changes**

- 102 – Academic Standards
- 137 – Home Education Programs
- 251 – Homeless Students
- 412 – Evaluation of Professional Employees
- 413 – Evaluation of Temporary Professional Employees
- 706.1 – Disposal of Surplus Property
- 716 – Integrated Pest Management

Public Comments – Items On/Off the Agenda

Robert Regnell – comments included in minutes.

Old Business

None.

New Business

February 18 community meetings update from Mr. Gardener.

Flag from Stanley Kahl flown in Iraq presented to Middle School from Jack Kahl.

March 17 – EIT meeting

Adjournment

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

Respectfully submitted,

Douglas G. Good, Secretary