

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

April 6, 2010

6:07 p.m.

The Committee-of-the-Whole Meeting was called to order by President Ed Gardener at 6:07 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, and Ondrusek. Absent from the meeting was Mr. Moll. Also in attendance were the following from the administrative team: Dr. Nilsen, Dr. Grove, Mr. Felty, Mr. DuBois, Mrs. Bowersox, Mrs. Stauffer, and Mrs. Shoemaker; Gwen Boltz, Business Manager; Bob Boltz, Technology Director; Douglas Good, Board Secretary; Emily Whitmoyer from the Lebanon Daily News; Laura LeBeau from WLBR; and three members from the community.

Board President Communications

No report.

Public Comments – Items On the Agenda

No comments made.

ACTION ITEMS

Personnel Committee – Mr. Jack Kahl, Chair

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

- A. Approved a “Letter of Temporary Employment” to Amy Schaeffer, as 3rd grade teacher at Schaefferstown (maternity leave of Jonelle Edris), beginning approximately March 24, 2010 through June 7, 2010 at a salary of Bachelors’ – Step 1 (pro-rated, \$219.22/day) retro-active to March 22, 2010.**

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

- B. Approved employment of Hayley Morinchin as the Schaefferstown full-day tutor (replacing Amy Schaeffer), retro-active to March 26, 2010, at a salary of \$100/day.**

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

- C. Approved the payment of “Course Reimbursement” to Deborah Hickernell for a course taken in the summer of 2009.**

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

- D. Approved coaches and athletes of Track & Field for competition and overnight stay at Shippensburg, April 16-17, 2010. (Cost to the district is for transportation only.)**

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

- E. Approved a travel request to Ken Krause and qualifying high school band student (Ezekiel Blouch) to attend and participate in the PMEA All-State Band Festival at Burrell High School, Pittsburgh, PA, April 21-25, 2010. (Approximate cost to the district is \$1,400.)**

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

- F. Approved (retro-active to January 25, 2010, 45 days) the per diem rate of Bachelors’ – Step 1 (\$219.22/day) to Katie Lamm, substitute for A. Gruber.**

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

- G. Approved “Absence Without Pay” to the following individual:**

- 1. Peggy Troxel – elementary Librarian – April 1, 2010 (retro-active)**

General Services Committee – Mrs. Carrie Boyer, Chair

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

A. Approved removing from the table the following motion:

1. **Request approval to waive fees for the ELCO Football Booster Club use of the high school field hockey/football practice fields 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).**

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

- B. ~~Approve~~/deny to waive fees for the ELCO Football Booster Club use of the high school field hockey/football practice fields 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).**

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

- C. Approved PDE 3074, Application of Non-reimbursable Projects for roof repairs to Myerstown Elementary. (See attached.)**

Personnel Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following:

- A. Request approval of benefit changes to the common PPO health insurance plan through Lebanon County Healthcare Consortium.
- B. Request approval for ELCO Music Department to hold a summer program for instrumental lessons for our elementary students in the Middle School band room. (There is no cost to the district.)
- C. Request approval for the ELCO Music Department to hold a concert “Bandapalooza” on Tuesday, July 20, 2010 at 7:00 p.m., outside the Middle School (held in MS cafeteria in case of rain). Rehearsals will be held June 22, June 29, July 6, July 13, and July 15 from 6:30 to 8:30 p.m. at the Middle School.
- D. Request approval of a field trip to Lynn Aponick, Marie Hibshman, and AP & Envirothon students to travel and attend the Karen Noonan Center, Bishop’s Head, MD, May 26-28, 2010. (Cost to the district is for substitutes only.)

- E. Recommend approval of the School Board Secretary Performance Evaluation Tool (see attached).
- F. Recommend approval to accept a “Letter of Resignation” from Tracy Leshner, middle school Special Ed. teacher, effective immediately.
- G. Recommend approval of a “Maternity Leave” to Jennifer Gerhart, Special Ed. teacher at Myerstown, to begin approximately September 1, 2010 through March 1, 2011.
- H. Recommend approval to employ the following individuals for the 2010-2011 school year:
 - 1. Elementary Librarian – To Be Announced on April 19th.
 - 2. High School Librarian – To Be Announced on April 19th.
 - 3. Teacher of the Gifted – To Be Announced on April 19th.
 - 4. Cody Hassler, Temporary Contract, 1st Grade, Ft. Zeller, at a salary of Bachelors’ – Step 2 (\$42,960).
 - 5. Deborah Hickernell – Permanent Contract, 3rd Grade, Myerstown, at a salary of Bachelors’ – Step 4 (\$44,974).
 - 6. Angela Kendall, Letter of Temporary Employment, 2nd Grade, Ft. Zeller, at a salary of Bachelors’ – Step 2 (\$42,960). This is a one-year position, Class Size Reduction Grant.
 - 7. Corinne Shaak, Letter of Temporary Employment, Intermediate grade, at a salary of Bachelors’ – Step 1 (\$41,953). This is a one-year position, Class Size Reduction Grant.
 - 8. Kristi Reichard, Letter of Temporary Employment, 5th Grade, at a salary of Bachelors’ – Step 2 (\$42,960). This is a one-year position replacing Sally Brunner.
- I. Recommend approval of one-year positions to the following professional staff:
 - 1. Sally Brunner – Math Coach for a one-year period, 2010-2011 school term. (Funded by Federal stimulus money.)
 - 2. Laurabeth Krpata – Literacy Coach for a one-year period, 2010-20101 school term. (Funded by Federal stimulus money.)
 - 3. Kristin Heller – Elementary Reading for a one-year period, 2010-2011 school term. (Replacing Laurabeth Krpata at Jackson Elementary.)
- J. Recommend approval that the following individuals be added to the ELCO sub listing (pending receipt of all documentation):
 - 1. Melanie Hornung – Elementary K-6
 - 2. Lucinda Beck – Custodial sub (currently a part-time café. worker)
 - 3. R. Brian Good, IU sub – all areas
 - 4. Preston Hoover, IU sub – all areas
 - 5. Pamela McCue, IU sub – all areas
 - 6. Philip Wiley, IU sub – all areas
 - 7. Stephen Weidle, IU sub – all areas

8. Syeda Yaqeen, IU sub – all areas

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following:

- A. Request approval to conduct a survey of high school 10th grade students by the University of Michigan's Institute for Social Research. Survey to be completed in four, 10th grade Social Studies classes in May. Parent information and permission letters will be sent home about three weeks prior. The University of Michigan will pay the postage. The University of Michigan will also be giving the high school \$500 for participating in this survey.
- B. Request approval for the following textbooks:
 - 1. French III - Title: C'et a toi! Level III (includes access to online textbook)
 Publisher: EMC/Paradigm Publishing, Saint Paul, Minnesota
 Edition: 2nd Edition
 Copyright year: 2007
 - 2. 7th and 8th grade Social Studies (American History) – Title: American History: Beginnings to 1914 (includes access to online textbook)
 Publisher: McDougal Littell, Evanston, IL
 Edition: 1st Edition
 Copyright year: 2008
 - 3. 3rd, 4th and 5th grade Music – Title: Making Music
 Publisher: Silver-Burdett
 Edition: 1st Edition
 Copyright year: 2008

General Services Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Request approval of lunch prices and milk prices for the 2010-11 school year as follows:

Milk	\$.45 (from \$.40)
Student Lunches:	
Elementary	\$1.75 (from \$1.70)
Middle/High School	\$1.85 (from \$1.80)
Adult	\$3.10 (from \$3.00)
- B. Request approval of Resolution #04-19-10-I authorizing the submission of mandate waiver applications to Pennsylvania Department of Education.
- C. Request approval to award contracts to Waste Management for trash removal and recycling services for 2010-11 in the amount of \$17,703.48.

D. Request approval of Change Order #3 for plumbing contract to lower the fire tank because of conflicts with site utilities at a cost of \$15,556.10.

E. Request approval to award contracts to the following vendors for custodial supplies for the 2010-11 fiscal year:

Clean Image, Inc.	\$526.75
CVS Flags	\$292.20
Penn Valley Chemical Company	\$7,125.43
XPEDX	<u>\$422.49</u>
Total cost	<u>\$8,366.87</u>

F. Request approval PDE 3074, Application for Non-reimbursable Projects for roof repairs to ELCO High School and Schaefferstown Elementary Schools.

G. Request approval of Resolution #04-19-10-II, affirming a mandate waiver application by IU 13 Joint Purchasing Board seeking relief from bulk fuel bidding in lieu of procuring the product as a hedged commodity.

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

1. ELCO Youth Baseball for use of Schaefferstown Elementary baseball field for possible Sunday use, after 1:00 p.m., April to July 2010.
2. Richland Legion Post 880 for use of Lyle Krall baseball field, weekdays, Saturdays, and Sundays (after 1:00 p.m.), beginning May 15 through August 1, 2010.
3. Broadway Beginnings, the Dance Centre for use of the High School auditorium and changing areas, for recitals, June 5, 2010 from 1:00 to 9:00 p.m., and Sunday, June 6, 2010 from 1:00 to 6:30 p.m. Rehearsal will take place Tuesday, June 1, 2010 from 4:00 to 9:00 p.m.
4. ELCO Cheerleading for use of the High School gym and auxiliary gym to hold a 'Lock-In' on September 3-4, 2010, from 9:30 p.m. to 7:00 a.m.

Finance Committee – Mr. Brandon Bernard, Acting Chair

The Board reviewed and discussed the following:

A. Request approval of payment of bills as found listed and attached to the April 6, 2010 Board Agenda in the amounts indicated:

General account bills amounting to	\$315,216.58
Cafeteria account bills amounting to	\$67,078.39
Athletic account bills amounting to	\$4,007.28
General account prepaids for March amounting to	\$1,521,356.86

Cafeteria account prepaids for March amounting to	\$7,795.35
Athletic account prepaids for March amounting to	\$17,336.60
General account prepaids for April amounting to	\$262,761.72
Cafeteria account prepaids for April amounting to	\$0.00
Athletic account prepaids for April amounting to	\$150.00
Construction Funds	\$0.00
Construction Funds prepaid for March	\$1,000,095.15
Construction Funds prepaid for April	\$403,398.76

- B. Recommend approval of Budget Transfers.
- C. Request approval of exoneration of 2009 school property taxes on a mobile home, tax ID #23:2363624-391566-5890 inasmuch as the home has been removed from the site and deleted from the assessment roles.

Superintendent's Report

- A. Important Dates:
1. April 14, 2010 – IU 13 Partnership Convention at Palmyra Area High School (carpool leaving district parking lot @ 5:00 p.m.)

The Board reviewed and discussed the following:

- B. Recommend approval for new/revised policies (**First Reading**) see attached:

Revised/New

- 246 – Student Wellness (revised)
- 710.1 – Use of District-Owned Vehicles (revised)
- 718 – Service Animals in Schools (new)
- 907 – School Visitors (revised)
- 916 – School Volunteers (new)

- C. Recommend approval to review/update/delete the following policies (**Second 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 Disabilities

- 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

Bob Boltz reported on Internet Safety.

Public Comments – Items On/Off the Agenda

Robert Regnell – question policy updates

Old Business

A. E.I.T. Update – Mr. Brandon Bernard – reported on meeting on under/over payment.

New Business

A motion made by Boyer to add item, was seconded by Ondrusek and approved by voice vote, all voting Aye, the following motion was added:

- A. Approve application of 2009 football camp fees toward 2010 flag football program in the amount of approximately \$219.00 with a balance of approximately \$31.00 due to cover field lining fees.

On a motion by Boyer, seconded by Ondrusek and approved by voice vote, all voting Aye, Item A, under New Business, was approved:

- A. Approved application of 2009 football camp fees toward 2010 flag football program in the amount of approximately \$219.00 with a balance of approximately \$31.00 due to cover field lining fees.

An update on the CTC was given by Carrie Boyer.

A motion was made by Bernard to postpone the Finance Committee Meeting, which was to be held after the Executive Session, until April 19th, seconded by Kahl and approved by voice vote, all voting Aye, the Finance Committee Meeting will be held on April 19, 2010.

Adjournment

On a motion by Boyer, seconded by Kahl and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 6:53 p.m. by President Gardener.

An Executive Session followed the Committee-of-the-Whole Meeting to discuss matters involving a legal matter involving possible litigation, and a student matter which is protected by Federal Law, specifically the Family and Educational Rights and Privacy Act (FERPA).

Respectfully submitted,

Douglas G. Good, Secretary