

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

May 3, 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, Mr. Felty, Mr. DuBois; Gwen Boltz, Business Manager; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; Laura LeBeau from WLBR; and four members from the community.

Board President Communications

Kendra and Kelsey Moll – t-shirt for cancer and game against Cocalico softball game.

Public Comments – Items On the Agenda

No comments made.

Election of Treasurer

Mr. Kahl nominated Leon Moll for Treasurer. Mr. Bernard moved the nominations be closed, seconded by Boyer. Vote: all Aye. A motion was made by Boyer to cast unanimous ballot, seconded by Kahl and approved by a voice vote, all voting Aye.

ACTION ITEM

Finance Committee – Mr. Leon Moll, Chair

On a motion by Moll, seconded by Boyer and approved by Roll Call Vote, with 8 Ayes and 1 NO vote by Ondrusek, Item A was approved:

A. Approved the 2010-2011 proposed final budget.

Personnel Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of position transfer to Michael O'Neill from middle school English teacher to high school English teacher effective the 2010-2011 school year.
- B. Recommend approval to employ the following individuals as professional staff for the 2010-2011 school year:
 1. Victoria Taylor, high school English teacher, on a "Temporary Contract" at a salary of Masters' – Step 1 (\$47,359).
 2. Emily Popchock, high school English teacher, on a "Temporary Contract" at a salary of Bachelors' – Step 1 (\$41,953).
 3. _____, middle school Special Ed. English teacher, on a "Temporary Contract" at a salary of _____.
 4. _____, 1st grade teacher at Jackson, on a "Letter of Temporary Employment" at a salary of _____ (one-year position).
 5. _____, Intermediate grade/school, on a "Letter of Temporary Employment" at a salary of _____ (one-year position).
- C. Recommend approval to employ the following individuals for summer maintenance/custodial work at rates indicated:
 1. Seth Newswanger, \$7.75 per hour
 2. Joshua Hartman, \$7.60 per hour
 3. Daniel Miller, \$7.51 per hour
 4. Travis Thome, \$7.75 per hour
- D. Recommend approval to employ the following as athletic coaches for the 2010-2011 season:
 1. Ashli Shay, Head Coach, Girls' Basketball
 2. _____, Head Coach, Boys' Basketball
- E. Recommend approval for the following field trip:
 1. Jonathan Bickel, chaperones, and twelve (12) English students to travel and visit the United Nations, New York City, NY, May 26, 2010.

F. Recommend approval of Absence Without Pay to the following individuals:

1. Donna DelCollo, high school Social Studies teacher, 1 day, April 30, 2010 (retro-active)
2. Pamela Neill, high school aide, 1 day, June 1, 2010

Curriculum Committee – Mrs. Jadell Souders, Chair

The Board reviewed and discussed the following:

- A. Recommend approval of the list of 2010 graduating seniors, pending successful completion of all requirements. (See attached.)
- B. Recommend approval of a new elementary Math textbook (K-5)
_____. (Final selection will be made after school visitation on May 4.)
- C. Recommend approval of a new course, TV Production/Communication, for the 8th grade Exploratory Arts rotation at the ELCO Middle School beginning with the 2010-2011 school term. This course takes the place of the current World Language offering due to increased student numbers in World Language at the ELCO High School.

General Services Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Request approval of the following bid awards through the Lancaster-Lebanon Joint Purchasing Board:

| | |
|------------------------------|-------------|
| Supplemental Disposables Bid | \$2,651.22 |
| Custodial Supplies | \$15,931.69 |
| Athletic Trainer/Medical Bid | \$3,037.91 |
| Copy Paper | \$15,726.00 |

- B. Request approval of an Energy Services Agreement with OnDemand Energy Solutions to procure electricity for all district accounts. NOTE: this program has been endorsed by the Lebanon Valley Chamber of Commerce.
- C. Request approval of the following change orders:
 1. Change Order #13 for the General Construction Contract, in the amount of ~~\$4,936.05~~, \$4,887.17 to install a roof hatch in the fire pump room required by local code enforcement official and to modify hardware set for use of card reader at entrance to the fire pump room.

2. Change Order #4 to the Electrical Contract, in the amount of ~~\$6,229.11~~, \$6,054.11 to change the electrical service for the elevator and to install floor boxes in conference room and stage, which was requested by the district.
 3. Change Order #5 to the Electrical Contract, in the amount of ~~\$16,638.75~~, \$16,188.75 to provide a fuel tank for the emergency generator (the fuel source was undetermined at the time of bidding, which required this to be handled as a change order), to provide a disconnect switch on the main service for the fire pump, which was required by PP&L, and to provide power for the sound system equipment at the stage.
 4. Change Order #4 to the HVAC Contract, in the amount of \$13,904.90 to relocate two rows of wells in the geothermal field to the north side of the well field from the south side.
- D. Request approval of agreement with Hess Corporation for the purchase of natural gas for July 1, 2010 through June 30, 2012.
- E. Move to permanently close the Myerstown Elementary School as an instructional center effective at the beginning of the 2010-11 school term as discussed at a public hearing on January 25, 2010 and as authorized by Section 780 of the Pennsylvania School Code of 1949, as amended.
- F. Move to permanently close the Schaefferstown Elementary School as an instructional center effective at the beginning of the 2010-11 school term as discussed at a public hearing on January 25, 2010 and as authorized by Section 780 of the Pennsylvania School Code of 1949, as amended.
- G. Request approval of the following grade configurations for the elementary schools beginning with the 2010-11 school term:
- | | |
|-------------------------------|-------------------|
| Fort Zeller Elementary School | Grades K, 1 and 2 |
| Jackson Elementary School | Grades K, 1 and 2 |
| ELCO Intermediate School | Grade 3, 4 and 5 |
- H. Request approval of starting and ending times for elementary schools beginning in 2010-11 school year as follows:
- | | |
|--|--------------------|
| Fort Zeller and Jackson Elementary Schools | 9:00 AM to 3:30 PM |
| ELCO Intermediate School | 8:45 AM to 3:15 PM |
- I. Request approval of Drs. Noone and Flanagan to provide dental services at a cost of \$3,027, which represents a 3.85% increase over the 2009-10 school year.

- J. Request approval of Schaefferstown Family Practice to provide school health services for the 2010-11 school year as follows, noting there is no change in rates from 2009-10 except for a \$5 increase in non-sports physicals:

Physicals \$25 (increased \$5 from 09-10)

Flu Shots \$25 (if available)

Sports Physicals:

Fall (1)

\$800 for 0-75 physicals

\$1200 for 76-125 physicals

\$1600 for 126 or more physicals

Fall (2)

\$600 for 0-50 physicals

\$800 for 51 or more physicals

Winter/Spring

\$600 for 0-50 physicals (winter)

\$800 for 51 or more physicals (winter)

Football Games - \$200/game

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 May 3, 2010 Board Agenda in the amounts indicated:

| | |
|---|----------------|
| General account bills amounting to | \$187,828.77 |
| Cafeteria account bills amounting to | \$117,800.87 |
| Athletic account bills amounting to | \$3,495.70 |
| General account prepaids for April amounting to | \$1,032,636.59 |
| Cafeteria account prepaids for April amounting to | \$33,134.56 |
| Athletic account prepaids for April amounting to | \$6,624.71 |
| General account prepaids for May amounting to | \$0.00 |
| Cafeteria account prepaids for May amounting to | \$0.00 |
| Athletic account prepaids for May amounting to | \$0.00 |
| Construction Funds | \$0.00 |
| Construction Funds prepaid for April | \$893,385.96 |
| Construction Funds prepaid for May | \$0.00 |

- B. Recommend approval of Budget Transfers.
- C. Recommend approval of the ELCO High School and Middle School Activity Reports, quarter ending March 31, 2010. (See attached.)

- D. Request approval of Resolution # 05-10-10-I, which standardizes per capita tax exoneration requirements countywide.

Moll made a motion to pull Item E and make it an Action Item tonight. The motion was seconded by Boyer and approved by voice vote, all voting Aye, Item E was made an Action Item.

On a motion by Moll, seconded by Kahl and approved by a Roll Call Vote, with 9 Aye votes and 0 NO votes, Item E was approved.

E. Approved the 2010-2011 Lebanon County CTC Budget.

- F. Recommend approval of Per Capita Tax Exonerations for 2009. (See attached listing.)

Superintendent's Report

The Board reviewed and discussed the following:

- A. Recommend approval for new/revised policies (**Second 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)

- B. Important Dates/Action:

1. **Complete & Return IU Board Membership Ballots**
2. May 7, 2010 – Staff Appreciation Breakfast – 7:00 a.m. at the Middle School Cafeteria
3. June 9, 2010 – Baccalaureate – HS auditorium
4. June 10, 2010 – Commencement – New Beginnings Church, Myerstown

Public Comments – Items On/Off the Agenda

No comments made.

Old Business

No report.

New Business

The Equestrian Club coverage was reported by Dr. Nilsen.

Boyer made a motion to add motion to agenda, seconded by Ondrusek and approved by a voice vote, all voting Aye, motion was added.

A. Request approval of Designation of Agent Resolution required for obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

NOTE: This action will designate Gwen Boltz as the district's representative to file for reimbursement through PEMA for snow removal costs incurred during the Presidential Snow Declaration of February 5 to 11, 2010.

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

A. Approved Designation of Agent Resolution required for obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.

NOTE: This action will designate Gwen Boltz as the district's representative to file for reimbursement through PEMA for snow removal costs incurred during the Presidential Snow Declaration of February 5 to 11, 2010.

Kahl made a motion for the Finance Committee to discuss RTK request to be published for public record with names and costs. The motion was seconded by Ondrusek and approved by voice vote, all voting Aye.

Moll questioned concerns regarding coach and umpire being stricken and AED availability for ELCO on fields.

Moll commented on High School concert.

Adjournment

On a motion by Houtz, seconded by Ondrusek and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 6:59 p.m. by President Gardener.

An Executive Session followed the Committee-of-the-Whole Meeting to discuss matters involving salary negotiations.

Respectfully submitted,

Douglas G. Good, Secretary