

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

Board of Education
Committee-of-the-Whole Meeting

ELCO Senior High School Library

September 13, 2010

6:05 p.m.

The Committee-of-the-Whole Meeting was called to order by President Ed Gardener at 6:05 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, Mrs. Stauffer, Mrs. Shoemaker; Gwen Boltz, Business Manager; Stacy Edris, Asst. Business Manager; Douglas Good, Board Secretary; a reporter from the Lebanon Daily News; two staff members; and nineteen members from the community.

Board President Communications

1. Autism fund raiser Elco football game vs. Lebanon, Friday night by football players discussed.
2. A Special Board of Education Meeting was held September 3, 2010 at 3:00 p.m. to discuss transportation issues.
3. An Executive Session was held September 13, 2010 at 5:00 p.m. to discuss a student matter.

Public Comments – Items On the Agenda

1. Carrie Weaver – notification of special meeting
2. Sheri Balderrama – busing lack of communication

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 Amy Schaeffer as a 4th grade teacher at the Intermediate School, for the 2010-2011 school term (retroactive to August 25, 2010), at a salary of Bachelors' – Step 2 (\$42,960). (Replacing Michael Frost who resigned.)**

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

B. Accepted a “Letter of Resignation” from Pamela Neill, 1:1 aide, effective August 30, 2010.

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

C. Accepted a “Letter of Resignation” from Brenda Tobias, part-time cafeteria worker, effective September 3, 2010.

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

D. Approved changes in employment status for the following:

1. **Andrea Bottomstone from substitute instructional aide to 1:1 aide at the Intermediate School (replacing Pamela Neill) retroactive to August 30, 2010 at a salary of \$9.36/hour.**
2. **Donna Collins from substitute custodian to full-time custodian at the Intermediate School retroactive to August 30, 2010 at a salary of \$9.73/hr.**

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

E. Approved request to waive probationary period of Donna Collins for full-time benefits since she has worked daily for the past year as a substitute custodian.

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

F. Approved change in mentor of Devon Duryea from Pat Hall to Melissa Karli. (This is a result of Mrs. Duryea teaching 1st grade and not Reading.)

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

G. Approved Kristi Fields as mentor to Amy Schaeffer for the 2010-2011 school term.

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

H. Approved employment of Joseph Kalbach as custodian for the high school, retroactive to September 13, 2010 at a salary of \$9.73/hr (pending receipt of all documentation).

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

I. Approved one (1) day of “Leave Without Pay” to Sandra Hibshman, instructional aide, September 17, 2010 (also using all personal leave available).

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

J. Approved Dr. Grove to attend the IU13 Curriculum Coordinators’ Fall Curriculum Seminar in National Harbor, MD, September 22-24, 2010. (This is a budgeted item.)

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 a Use of Facilities to the ELCO Tennis Boosters (retroactive) for use of the high school tennis courts for a tennis tournament held September 1-5, 2010.**

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

- B. Approved a Use of Facilities to hold the ‘Forever Friends Run’ using the high school stadium, Sunday, September 19, 2010 from 1:00 to 4:00 p.m.**

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

- C. Approved request from the Absolute Wellness Group to conduct a “Bootcamp” in the grass areas, track and bleachers around the stadium, Tuesdays and Thursdays from September 28 through November 4, 2010, 4:15 to 5:15 pm.**

Personnel Committee – Mr. Jack Kahl, Chair

The Board reviewed and discussed the following:

- A. Recommend approval to employ Allen Yingst as the high school Security Officer, at a salary of \$15.25/hour, for 27.5 hours a week, on a two-year contract (2010-2012).
- B. Recommend approval that the following individuals be added to our substitute list (pending receipt of all documentation):
 - 1. **Dawn Lawrence – cafeteria worker (retroactive to September 1, 2010)**
 - 2. Dulcea Adams – cafeteria worker
 - 3. Debra Yingst – cafeteria worker
 - 4. Emma Henry – instructional aide/secretarial
 - 5. Jill Houtz – Health/Physical Education, Math 7-9
 - 6. Natalie Griffin – English 7-12
 - 7. Robert Behling – IU sub, all areas
 - 8. Rebecca Boerst – IU sub, all areas
 - 9. Lisa Damore – IU sub, all areas
 - 10. Melissa Giordano – IU sub, all areas
 - 11. Elizabeth May – IU sub, all areas
 - 12. Donna Moll – IU sub, all areas
 - 13. Faith Siegrist – IU sub, all areas
 - 14. Grace Walters – IU sub, all areas
 - 15. Nanci Witek – IU sub, all areas
 - 16. Dennis Yiengst – IU sub, all areas
 - 17. Syeda Yaqeen – IU sub, all areas
- C. Recommend approval of the following conference/field trip requests:
 - 1. David Fair and Student Council rep’s to travel and attend the Student Council State Conference in Scranton, PA, October 7-9, 2010.

2. Douglas Bohannon to travel and attend the 41st (NIAAA) National Interscholastic Athletic Administration Association conference, December 15-19, 2010 in Orlando, FL. (Cost of the trip is budgeted and is estimated at \$500-\$1000. The LLL also pays \$1000 towards the cost.)
- D. Recommend approval naming Emily Ziegler, high school English teacher, as Freshman Class Advisor.
- E. Recommend approval to add the following individuals as volunteer coaches for the fall 2010 sports season:
1. Richard Steigerwalt – football
 2. Ethan Longenecker – football
 3. Caitlyn McKinney - cheerleading
- F. Recommend approval of three (3) days of “Leave Without Pay” to Kristin Heller, elementary Reading teacher at FZ, September 27, 28, 29, 2010 (also using all personal leave available).
- G. Recommend approval of two (2) days of “Leave Without Pay” to Tania Bucks, 1:1 aide at the high school, December 2 & 3, 2010.

General Services Committee – Mrs. Carrie Boyer, Chair

The Board reviewed and discussed the following:

- A. Request approval of Change Order #5 for the HVAC contract to replace a hood damaged by a storm in the amount of \$3,460.30.

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 September 13, 2010 Board Agenda in the amounts indicated:

General account bills amounting to	\$204,451.48
Cafeteria account bills amounting to	\$27,878.21
Athletic account bills amounting to	\$4,744.53
General account prepaids for August amounting to	\$483,095.54
Cafeteria account prepaids for August amounting to	\$2,897.00
Athletic account prepaids for August amounting to	\$11,789.95
General account prepaids for September amounting to	\$343,328.04
Cafeteria account prepaids for September amounting to	\$0.00
Athletic account prepaids for September amounting to	\$1,408.04
Construction Funds	\$0.00
Construction Funds prepaid for August	\$1,033,422.28
Construction Funds prepaid for September	\$1,425,808.44

- B. Request approval to establish the following accounts in the high school student activity fund:

1. Renaissance
2. French Honor Society

Superintendent's Report

The Board reviewed and discussed the following:

- A. Recommend approval of the 2010-2011 Administration Goals. (Board Attachment)
- B. Outstanding start of school by staff.

Public Comments – Items On/Off the Agenda

- 1. Mrs. Boyer and President discussed shuttle system for Intermediate School – still nine buses in excess of time.
- 2. James Boltz – Bus 22 concerns
- 3. Amanda Boltz – Bus issues
- 4. Joshua Garman – discussing bus routes
- 5. Jay Bauder – tough kids

Old Business

No report.

New Business

No report.

Adjournment

On a motion by Houtz seconded by Boyer and approved by voice vote, all voting Aye, the Committee-of-the-Whole Meeting was adjourned at 7:11 p.m. by President Gardener.

Respectfully submitted,

Douglas G. Good, Board Secretary