

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

Regular Board of Education Meeting
Middle School Cafeteria
Hybrid
(In-person or via Zoom)

August 8, 2023

The Regular Board of Education Meeting was called to order by President, Tom Ferrari at 6:02 p.m.

The Eastern Lebanon County School Board met in a Regular Board of Education Session with President Ferrari presiding.

Mr. Ferrari noted the District is audio recording the meeting, which will be posted on the District website. Mr. Ferrari also inquired if anyone in attendance was recording the meeting.

- Lebanon Daily News – Dan Lalrham

The Pledge of Allegiance was led by Ms. Megan Schaeffer.

Roll Call

Michael Miller, Business Manager, called the roll. The following members were present: Mrs. Kantner, Mrs. Moyer, Mrs. Noll and Ms. Schaeffer; and Messer's Ferrari, Kahl, Kramer, Ondrusek, and Ziegler. Also in attendance were the following from the administrative team: Mrs. Vicente, Dr. Davis, Ms. Haas, Mr. Treese, Dr. Gerhart, Mrs. Hower, ~~Mrs. Houck~~, Mr. Breeden, Mrs. Lutz, Mrs. Shoemaker, Mr. Sweigart, Mrs. Himmelreich, Mr. Mealy, Mr. Miller, Mr. Boltz, Mr. Dresch; William Zee, School Solicitor; and faculty/staff and community residents (in-person and via Zoom).

Board President Communications

- Welcome to everyone attending.
- Best wishes to staff and students as we approach the start of the school year.
- Explanation of public comment rules.

Board Committees and Rep Reports

- Personnel Committee: Mrs. Dotty Noll – no report.
- Curriculum Committee: Ms. Megan Schaeffer – no report.
- General Services Committee: Mr. David Ziegler– no report.
- Finance Committee: Mr. Ray Ondrusek – next meeting is scheduled for Wednesday, August 16, 2023.
- IU13 Rep Report: Mr. Ray Ondrusek – no meeting in July, next meeting is Wednesday, August 9, 2023
- PSBA Rep Report: Mrs. Rachel Moyer – upcoming leadership conference is October 15 – 17, encouraged others to sign up to attend.
- CTC Rep Report: Mr. David Ziegler - upgrades are happening throughout the building for different programs that will be ready for this school year.
- Lebanon County Tax Collection Committee Rep Report: Mr. Howard Kramer – no report.
- ELCO Education Foundation: Ms. Megan Schaeffer – discussed the mission of the Foundation and recent accomplishments of what the Foundation has provided for the school district. Also discussed the upcoming gala on Saturday, August 12, 2023 to benefit the Middle School planetarium.

Written Request to Address the Board

- No written requests

Public Comments – Items On the Agenda

- No public comments

ACTION ITEMSPersonnel Committee – Mrs. Dotty Noll, Chair

No items were requested to be separated from the overall vote.

On a motion by Mrs. Noll, seconded by Mrs. Moyer and approved by Voice vote, all voting Aye, Personnel Committee Items A-T were approved:

- A. Approved a “Letter of Resignation” from Samantha Roy, Middle School Special Ed Teacher, effective July 18, 2023.
- B. Approved a “Letter of Resignation” from Samantha Sutton, Specialized Paraprofessional, effective July 25, 2023.
- C. Approved a “Letter of Resignation” from Karen Leppo, Specialized Paraprofessional, effective August 2, 2023.
- D. Approved a “Letter of Resignation” from Sharon McManus, Ft. Zeller Cafeteria employee, effective August 2, 2023.
- E. Approved a “Letter of Resignation” from Sharon Breeden, Fort Zeller and Jackson School Librarian, effective August 22, 2023.
- F. Approved to remove the 60-day probationary period for the commencement of benefits for any staff member beginning with the 2023-2024 school year.
Background: Removal of the 60-day probationary period aligns practices with current Board Policy.
- G. Approved a change in the employment status of Anna Martin *from* part-time Food Service Worker *to* full-time Specialized Paraprofessional, with an hourly rate of \$14.43, 7.5 hours/day (10-month position, subject to assignment), effective the start of the 2023-2024 school year, pending receipt of all required documentation, clearances, and disclosures.
Background: Position filled due to resignation.
- H. Approved the employment of Tyler Bowers, 2nd Shift Custodian (Intermediate School) at a rate of \$13.83 per hour (12-month position), effective on or about August 8, 2023, pending receipt of all required documentation, clearances, and disclosures.
Background: Position filled due to resignation.
- I. Approved the employment of Noah Wentzel, 2nd Shift Custodian (Intermediate School) at a rate of \$13.83 per hour (12-month position), effective on or about August 8, 2023, pending receipt of all required documentation, clearances, and disclosures.
Background: Position filled due to resignation.
- J. Approved the employment of Zoe Zerman, as a Middle School Health and Physical Education Teacher on a “Temporary Professional Contract” at a salary of Bachelor’s – Step 1 (\$52,314), effective 2023-2024 school year, pending receipt of all required documentation, clearances and disclosures.
Background: Position filled due to resignation.

- K. Approved the employment of Austin Kinney, as a Mathematics teacher at ELCO High School, on a “Temporary Professional Contract” at a salary of Bachelor’s - Step 2 (\$52,564), effective the 2023-2024 school year, pending receipt of all required documentation, clearances, and disclosures.

Background: Position filled due to a retirement.

- L. Approved the employment of Matthew Rissinger, as a World Language teacher at ELCO High School, on a “Temporary Professional Contract” at a salary of Bachelor’s - Step 1 (\$52,314), effective the 2023-2024 school year, pending receipt of all required documentation, clearances, and disclosures.

Background: Position filled due to a change in assignment of the former World Language teacher.

- M. Approved the employment of Joseph Krodel, as a Health and Physical Education teacher at ELCO High School, on a “Professional Contract” at a salary of Master’s + 30 - Step 7 (\$69,146), effective the 2023-2024 school year, pending receipt of all required documentation, clearances, and disclosures.

Background: Position filled due to a resignation.

- N. Approved the employment of Lori Mosser, as Administrative Assistant to the Superintendent, at an hourly rate of \$30.00 per hour., start date TBD, pending receipt of all required documentation, clearances, and disclosures.

Background: Position filled due to a retirement.

- O. Approved a change in the teaching assignment of Pamela Rittle from High School Special Education teacher to High School Science teacher, effective the 2023-2024 school year, with no change in salary.

Background: Position filled due to a retirement.

- P. Approved a stipend of \$5,000, for Amanda Templeton to author the District Newsletter.

Background: District no longer using Kidder Media for the coming school year. Mrs. Templeton will write and design the newsletter and Kapp Advertising will print and mail the newsletter.

- Q. Approved adding the following individuals to the ELCO Volunteer listing for the 2023-2024 school year, as listed (noting all required documentation, clearances, and trainings are on file):

1. Matthew Sanchez
2. Jody Schoffstall
3. Nancy Heisey
4. Casey Mangual-Vega
5. Carol Price

- R. Approved Chad Miller as Head Junior High Cross Country Coach for the 2023 Fall sports season. (Board Attachment)

- S. Approved Mentors for the 2023-2024 school year, as listed:

Mentor	Teacher
Robyn Wentzel	Madison Breiner (prorated)
Mel Fair	Heather Innes (prorated)
Chris Longstaff	John Leininger (prorated)
Nichole McCullough	Erica Long (prorated)
Katherine Brosius	Melynda Cochran
Sara Faust	Laura Leonard
Suzanne Lucky	Ashley Withrow
Melissa Pfautz	Jennifer Axarlis
Jessica Auman	Maddyrae Kotomski
Ashley Titler	Jennifer Sorrick

Matthew Babiarz	Tracy Ash
Erin Attivo	Cathryn Carmello
Erin Attivo	Stephanie Tice
Anna Dice	Vanessa Graham
Corinne Shaak	Ashley Ellingsworth
Nichole McCullough	Taylor Hasker-Cirulli
Jennifer Lutz	Amanda VanOverbeke
Elissa McCallum	Megan Andress
Christine Bogner	Kelsey Metzler
Heather Gery	Zoe Zerman
Rebecca Zimmerman	Bruce Althouse
Zachary Stuart	Joseph Krodel
Michael Simmons	Austin Kinney
Jennifer Martin	Matthew Rissinger
Zachary Stuart	Elizabeth Putt (prorated)
Wendy Kerst	Angela Rodriguez
Anne Roach	Erin Marquette
Amy Zelinske	Danielle Martin
Sean Miller	Jamie Cascarino
Jenny Wolgemuth	Lindsey Hibshman
Janice Koontz	Pamela Rittle
Elizabeth Quenzer	Renee Zimmerman

T. Approved Department and Grade Level Leaders for the 2023-2024 school year, as listed:

DEPT/GRADE LEVEL	DEPARTMENT CHAIR
Art	Taryn Showalter
Business Education	Amy Weddle
Family Consumer Science	Liz Phillips
Health, Physical Education	Matthew Babiarz
Language Arts	Amanda Templeton
Language Arts - Middle Level Curriculum Liaison	Michelle Whitmoyer
Library	Wendy Kerst
Mathematics	Michael Simmons
Math - Middle Level Curriculum Liaison	Elissa McCallum
Music	David Fair
Reading	Sara Faust
Science	Chris Heft
Science - Middle Level Curriculum Liaison	Angela Bicher
Social Studies	Zach Cook
Technology Education	Ken Miller
World Language	Gina Hewitt
5th Grade Dept. Chair	Gretchen Miller
4th Grade Dept. Chair	Andrew Risser
3rd Grade Dept. Chair	Erin Attivo
	TEAM LEADER
2nd Grade Team Leader	Beth Kane
2nd Grade Team Leader	Rebecca Kleinfelter
1st Grade Team Leader	Jan Ogurcak
1st Grade Team Leader	Kristi Hummer
K Team Leader	Ruthanne Gray
K Team Leader	Michelle Zurick
Special Ed 9-12 Grade Team Leader	Tara Clauss
Special Ed 6-8 Grade Team Leader	Toni Mehaffey

Special Ed 3-5 Grade Team Leader	Allison Clark
Special Ed K-2 Grade Team Leader	Sara Griffith

Curriculum Committee – Ms. Megan Schaeffer, Chair

No items were requested to be separated from the overall vote.

On a motion by Ms. Schaeffer, seconded by Mrs. Noll and approved by Voice vote, all voting Aye, Curriculum Committee Items A-F were approved:

- A. Approved Jihyeon Bae as an exchange student through the ICES USA Exchange Program for the period of August 28, 2023 through December 2023.
Background: Motion is in accordance with Policy 239, Foreign Exchange Students. Jihyeon has been an exchange student with a family who recently moved to the school district.
- B. Approved a contract with Learn By Doing, Inc. for \$1,828.00 for 125 licenses of Albert for the 2023-2024 school year. (Board Attachment)
Background: Annual renewal that is budgeted for all students enrolled in Advanced Placement courses. The program provides practice questions and access to other test preparation materials. Costs have been budgeted.
- A. Approved a contract with Edpuzzle for \$2,695.00 for unlimited access to Edpuzzle for the 2023-2024 school year. (Board Attachment)
Background: Annual renewal that is budgeted to provide unlimited access to Edpuzzle for all High School teachers. Costs have been budgeted.
- B. Approved a contract with Lancaster-Lebanon IU13 for \$15,825 for Securly web filtering and e-Hall Pass. (Board Attachment)
Background: Annual renewal that is budgeted that includes licensing for web filtering services for all school district devices; as well as the licensing for the electronic hall pass program used at the High School and the Middle School. Costs have been budgeted.
- C. Approved the renewal of the Dual Enrollment and College in the High School Agreement between ELCO High School and Harrisburg University. (Board Attachment)
Background: This agreement will permit eligible ELCO students to take college courses through Harrisburg University. Additionally, the agreement includes a College in the High School course for Honors Chemistry I, allowing students who fulfill the requirements to earn college credit through Harrisburg University. There is no cost to the district to offer this program. This is a renewal of an existing agreement that is reviewed every five years.
- D. Approved a trip/travel request from Dr. Barbara Davis, Assistant Superintendent, to attend the Pennsylvania Association for Supervision and Curriculum Development Annual Conference, November 19-21, 2023 at the Hershey Ledge and Convention Center, Hershey, PA.
Background: Conference has been budgeted.

Policy Committee – Mrs. Rachel Moyer, Chair

On a motion by Mrs. Moyer, seconded by Mr. Ziegler and approved by Voice vote, all voting Aye, Policy Committee Item A, was approved:

- A. Approved the following policy (revised/reviewed, and/or new) for 2nd Reading, as listed: (Board Attachments):
 - 1. Policy 253 – Student Physical Privacy in School Facilities

General Services Committee – Mr. David Ziegler, Chair

On a motion by Mr. Ziegler, seconded by Mr. Kahl and approved by Voice vote, all voting Aye, General Service Items A-C, were approved:

No items were requested to be separated from the overall vote.

- A. Approved a contract with Lancaster-Lebanon IU13 for \$17,748 for private cloud services (Board Attachment)
Background: Annual renewal that is budgeted that includes support for virtual servers, Microsoft Exchange, and disaster & recovery. Costs have been budgeted.
- B. Approved a contract with Finalsity, formally Blackboard, for \$17,209 for web hosting and mass communication. (Board Attachment)
Background: Annual renewal that is budgeted that includes hosting and support for the school district website and the mass notification system used to communicate with parents. Costs have been budgeted.
- C. Approved a contract with Sage Technology Solutions for \$12,011 for annual support for the Mitel Phone System. (Board Attachment)
Background: Annual renewal that is budgeted that support, updates, and testing of the school district's phone system. Costs have been budgeted.

Finance Committee – Mr. Ray Ondrusek, Chair

No items were requested to be separated from the overall vote.

On a motion by Mr. Ondrusek, seconded by Ms. Schaeffer and approved by Voice vote, all voting Aye, Finance Items A-D, were approved:

- A. Approved a contract for the Transportation of School Pupils with Ephrata Mennonite School for the 2023-2024 school year, at the sum of \$24,984.96 effective August 23, 2023 to May 23, 2024. (Board Attachment)
Background: Annual Contract
- B. Approved a Special Education contracting agreement with John Paul II Center for Special Learning for the 2023-2024 school year. (Board Attachment)
Background: This is an approval for a contracted educational services for two students as listed in their IEP's.
- C. Approved five preventative maintenance proposals from McClure Company for boilers, chillers, and hot water heaters for a one-year term. (Board Attachment)
Background: This is a one-year contract for the amounts as listed: Fort Zeller \$3,888, Jackson \$4,404, High School \$7,448, Middle School \$5,660, Intermediate School \$972. Costs have been budgeted.
- D. Approved Change Order #7 to the HS Renovations and Additions Project in the amount of a deduction of \$27,107.82. (Board Attachment)
Background: The deduction is for the deletion of final cleaning, which ELCO staff will provide. It also includes repair expenses for the small sinkhole at the track and flooring changes.

NON-ACTION ITEMS

Personnel Committee –Mrs. Dotty Noll, Chair

The board reviewed and discussed the following item:

- A. Recommend for approval Tam Hower, Jodi Houck, Michael Gerhart, Jonathan Treese, Tara Lutz, Jennifer Haas, W. Scott Breeden, and Daniel Gonzalez, to serve as Attendance Officers for the ELCO School District for the 2023-2024 school year.
Background: Annual approval.

Curriculum Committee – Ms. Megan Schaeffer, Chair

The board reviewed and discussed the following item:

- A. Recommend for approval the following individuals as ELCO Virtual Academy teachers for the 2023-2024 school year, as listed:

Jackie Bender	Amy Hicks	Amanda Templeton
John Bickel	Janice Koontz	Lucas Sandoe
Dennie Boltz	Chris Longstaff	Danielle Seldomridge
Brad Conners	Elissa McCallum	Taryn Showalter
Paul Dissinger	Chad Miller	Zach Stuart
Kelly Espenshade	Sean Miller	James Thomas
David Fair	Elizabeth Phillips	Amy Weddle
Josh Glant	Jocabed Robles	Michelle Whitmoyer
Martha Good	Michael Simmons	Emily Ziegler
Wesley Harpold	Wes Soto	Rebecca Zimmerman
Holly Hartman	Victoria Taylor	Gretchen Miller
Shanon Martin		

Superintendent's Report

Mrs. Vicente shared the following:

- Upcoming Dates/Announcements:
 - August 15-16, 2023 – New Teacher Induction
 - August 21, 2023 – 6:00pm – Regular Board of Education Meeting(middle school)
 - August 22, 2023 – Opening Day for All Staff K-12
 - August 23, 2023 – In-service for All Staff K-12
 - August 24, 2023 – 5:30-7:30pm – Back-to-School Picnic at the Middle School Field(no rain make-up)
 - August 28, 2023 – First Day for Students K-12
- New policy will be posted to the school website once it goes through PSBA review.
- High School renovation update
- Althouse Nursery is hosting a fundraiser on August 12 from 7AM to 11AM to benefit the district cafeteria fund.
- Parent transportation portal has opened on the school website.
- Principal Reports
 - Tam Hower (Jackson)
 - thank you to administrative assistant, custodians, and maintenance staff for their hard work over the summer.
 - Kindergarten bus ride night on August 22, 2023 to meet their teachers.
 - Jodi Houck (not in attendance) (Fort Zeller)
 - Kindergarten bus ride night on August 23, 2023 to meet their teachers.

- Mike Gerhart (Intermediate School)
 - Discussion of staff changes (new to building, change of space within building) for Mrs. Rodriguez and Mr. Wright who have been collaborating throughout the summer.
- Jon Treese (Middle School)
 - Progress on relocatable classrooms throughout the summer, four new classrooms will be ready for the start of the school year.
 - ELCO + was a success throughout the summer. Thank you to Mel Fair, Leslie Spears, Brandi Light and Kim Wilson.
 - Emma Ubenhauer visited the Jenny Wade House for winning the Hershey essay contest. Thank you to Laurabeth Kapp.
- Jen Haas (High School)
 - New student orientation is on August 17.
 - Freshman forward orientation is on August 24.
 - Congratulations to the marching band staff for a successful band camp.
 - Athletics, student clubs, organizations have been working hard all summer.
- Athletic Director's Report
 - Tommy Mealy
 - Football and Golf started August 7
 - The rest of the fall sports start August 14
 - Good luck to alumni as college begins
 - Congratulations to field hockey for winning their summer league
 - CPR certification training event will be held on August 8 for the football team and all coaches. Thank you to Steve Zimmerman, Dave Kirchner, and Adam Zurick.

Public Comments – Items On/Off the Agenda

- No public comments

Board Announcements/Comments

- Mr. Kahl: reiterated the importance of the Foundation fundraising event.
- Mrs. Moyer: thank you to ELCO Activity Network and Jackson Township for National Night Out.
- Mr. Kramer: discussed the background of the planetarium and the recent news in LebTown.
- Mr. Ziegler: appreciation for the ELCO community to support the youth.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Ms. Schaeffer, seconded by Mr. Ziegler and approved by Voice vote, all voting Aye, President Ferrari adjourned the meeting at 6:57 pm.

Respectfully submitted,

Megan Hanichak