Committee of the Whole Meeting  
June 8, 2015  
Minutes

Roll Call  
Members in attendance were: Paul Irvin, Rodney Jones, Dina Maio, Melissa Readman, Thomas Wentzel, Glenn Yoder and Jennifer Zeiset  
Non-Voting Members in attendance were: Robert Hollister, Nadine Larkin, Justin W. Johnson and Keith Ramsey  
Members not in attendance were: Jonathan Dahl  
Staff/Public in attendance were: Several citizens of the community and staff members of the District.

1. Welcome and Call to Order  
President Yoder opened the meeting at 7:00 p.m.

2. Moment of Silence/Reflection - Pledge of Allegiance  
President Yoder led in a silent mediation and the Pledge of Allegiance.

3. Citizens Comments  
At this time we will invite public comment on any topic that is within the Board’s jurisdiction.

Joshua Good, Terre Hill

Mr. Good indicated that he was at a previous Board Meeting to present his concerns to the Board about the standardize testing, however he was there that evening to indicate how much he appreciated the Board and said a prayer.

President Yoder indicated the addition of an item to the agenda for the appointment of the new Board member after the personnel report was approved.
4. **Approve Personnel Report**
Dr. Larkin indicated that there were several new candidates attending and would be introduced by their building principal.

Dr. Sue Sneath, Principal of New Holland Elementary School introduced Mr. Robert Barrett who would be joining New Holland as the new Health & PE Teacher replacing Jim Kruis who had retired. She indicated that they were thrilled to have his enthusiasm and knowledge base to help with the PE curriculum.

Mr. Starr, Principal of Garden Spot Middle School introduced Mr. Dustin Martin, a Cocalico High School graduate, who would be the new Social Studies teacher in the 15-16 school year, replacing Mr. Chris Epler.

Ms. Kara Martin, Supervisor of Special Education Program introduce, Dr. Matthew Ferchalk, who would be joining the District as the new School Psychologist at Brecknock Elementary. She noted that he was coming to us from Northern Lebanon School District.

Mr. Sanger, Principal of Garden Spot High school introduced Ms. Rachel Martin as the new German Teacher at the High School replacing Mr. Leo Ward. Ms. Martin came from Tulpehocken School District.

Mr. Wentzel made a motion to approve the personnel report. It was seconded by Mr. Irvin. **The motion was approved. (7-0; 1 absent)**

Dr. Hollister thanked all the new employees for joining the team and informed them that they were joining a great school district that was on the move. He commented that he appreciated their taking a chance with us.

4.1 **Appointment of New Board Member**
Mr. Wentzel reported on the interviews that the committee conducted prior to the meeting. He reiterated that the seat was vacated early by Dr. Zimmerman who have moved out of the state and that left time still left of her term. He indicated that the candidate would take the seat until November at which time they would be placed on the ballot to be elected to remainder of the two year term.

Mr. Wentzel noted that all 4 interview candidates were excellent and would bring different ideas. He reported that it was the Committee was recommending the Board elect Bryan Naranjo to serve the remainder of the term until the November election.

Mr. Irvin made a motion to approve the recommendation of the Interview Committee to elect Mr. Bryan Naranjo to serve the remainder of the Board term until the November election. It was seconded by Mr. Jones. **The motion was approved. (7-0; 1 absent)**

President Yoder again thanked the four candidates who interviewed and noted that Mr. Naranjo would make a good addition to the Board. He also noted that in 2 years, other
Board seats would be available that the candidates should reapply then. President Yoder stated that Judge Hartman would attend the next Board Meeting to swear in the new Board member.

5. Property and Services

5.1 Action Item - Approval of Memorandum of Agreement between ELANCO and ELCEA and to Authorize the Chief of Finance & Operations to Sign

The Memorandum of Agreement addresses the following:

A. Paid Leave Entitlements for Part-time and Job-sharing Employees;
B. Unused Funds in Health Flexible Spending Accounts ("FSAs") at Plan Year-End; &
C. BOST Discount and Teladoc Program Benefits provided at District Expense

Mr. Ramsey informed the Board that he had several actions items to be approved at the next Board meeting. The first was the approval of the memorandum of agreement between the District and the Association regarding part-time staff articulating and clarifying several changes with regard to FSA and Heath benefits.

5.2 Action Item - Approval of Final Budget for General Fund Approval Resolution

The final budget includes a proposed tax increase in the total amount of .2738 mills or 1.90 and use of $491,837 of Fund Balance. The real estate tax rate for 2015-16 would be 14.6879.

Mr. Ramsey also informed the Board of the following action items with regard to the Budget. The next item was the approval of the final budget for the general fund approval resolution which sets the total expenditures and mirrors the final budget. The final budget includes a 1.90 tax increase and real estate tax rate of 14.6879 mills for 2015-2016.

5.3 Action Item - Approval of Annual Tax Levy Resolution

This resolution sets the tax rates for 2015-16. The real estate tax rate would be set at 14.6879.

5.4 Action Item - Approval of the Homestead and Farmstead Exclusion Resolution

This resolution sets the amount for the Homestead/Farmstead exclusion to be included on the July 1, 2015 tax bill. Based on data from the County Assessment Office and the District’s 2015-16 allocation, the total reduction in assessment is $4,432 ($4,487 for 14-15) and $65.10 ($64.68 for 14-15) in real estate taxes for approved homesteads and the total reduction in assessment is
$4,432 ($4,487 for 14-15) and $65.10 ($64.68 for 14-15) in real estate taxes for approved farmsteads.
Mr. Ramsey asked the Board to approve the homestead/farmstead exclusion resolution with a total assessment reduction of $4,432 and $65.10 increase in real estate taxes for farmsteads.

5.5 Action Item - Authorize the Chief of Finance & Operations to make the necessary Budgetary Transfers for the 2014-15 school year after June 30, 2015
This authorization allows budget transfers to happen during the audit process. A listing of the transfers made will be brought to the September/October Board Meeting for ratification.

Mr. Ramsey informed the Board that this action item was presented every year which authorizes him to make the necessary budget transfers which will be listed in November for ratification by the Board.

5.6 Action Item - Approval of the Resolution for Commitment of June 30, 2015 Fund Balance
Although the amount to be committed does not need to be determined at this time, the specific purpose (i.e. PSERS and Technology) of the commitment needs to be approved prior to June 30, 2015 per GASB 54

The final action item by Mr. Ramsey was the approval of the resolution for commitment of the June 30, 2015 Fund Balance which allows to specify the specific use of the funds, but not the total amount.

5.7 Information Item - Pennsylvania Economy League (PEL) Enrollment Study
Representatives from PEL will be in attendance at the June 15, 2015 Board Meeting to present the results of the study.

Mr. Ramsey informed the Board the Pennsylvania Economy League (PEL) conducted an enrollment study for the District and representatives would be present at the next Board meeting to summarize the report. He noted that 2009 was the last time that a PEL student was conducted.

5.8 Information Item - Blue Ball Parking Lot
Mr. Ramsey also informed the Board of several updates regarding the Blue Ball parking lot expansion. He indicated that he hoped that the proposal would be able to be approved at the July Board Meeting. He also reported that Mr. Shriver from the township contacted him with several questions regarding the new expansion and whether the Board would be willing to retain the runoff water onsite.
Dr. Hollister recommended that the District not incur further costs to investigate potentially holding water on the school property.

Mr. Ramsey noted that he would contact Mr. Shiver to let him know of the Board’s decision not investigate into retaining the water on the school property.

6. Program

6.1 Approval of Summer School Programming

Summer School Programming for the Summer of 2015

 Elementary Level:

Entering Kindergarten through entering 7th grade students, who based on end of year data or the Kindergarten screening, would benefit from additional support over the summer have been invited to Summer Success at New Holland Elementary. The days/dates and times for this educational opportunity are Monday through Wednesday, July 13th - July 29th from 8:30 AM - 11:30 AM. Transportation is provided by parents or by the District at specific bus pick-up points at Brecknock Elementary, Blue Ball Elementary, the site of the Old New Holland Elementary School, and the New Holland YMCA.

 High School Level:

The high school is offering the following courses, Physical Science, Biology or Chemistry (dependent on need), Algebra I and II, and American History 9, that can be taken by students to recover credits for course failures during the school year. These courses will be taught face-to-face and will meet for 4 weeks starting June 30th and ending July 30th, Tuesday, Wednesday, and Thursday from 8:00 AM - 12:00 PM. The courses will be taught at Garden Spot High School. District transportation is not provided.

The high school is also offering a blended Driver's Education Course this summer. There will be direct instruction provided by the teacher and tests will be taken on Canvas, which is the District's platform for online courses. This course will the week of June 15th.

Extended School Year (ESY) K-21:

The District is offering Extended School Year services to those students with an IEP that qualify for Extended School Year according to the Individuals with Disabilities Act of 2004. There are two ways to qualify for Extended Year Services. The first way of qualifying is through regression of skills over the summer. Students with IEPs are assessed at the beginning of the school year to determine if regression of skills occurred over the summer. If regression has occurred, students are then monitored by the teacher for up to
nine weeks to determine if the student has recouped the regressed skills. If the student has not recouped the skills, the student qualifies for ESY services the next summer. The second way of qualifying for ESY services is to have a significant need to continue services over the summer to continue gaining skills. This method of qualifying usually focuses on those students with significant educational needs in our more self-contained classrooms, such as, Autistic Support, Life Skills Support, and Multiple Disability Support.

Extended School Year services are being offered at Blue Ball Elementary, New Holland Elementary and at the Garden Spot Complex Monday through Thursday, July 6th - July 30th from 8:15/8:30AM - 11:15/11:30AM at the elementary level and 8:00AM - 11:00AM at the secondary level. The District is providing transportation for all District students. Contract Districts are providing transportation for contract students.

Dr. Larkin requested the Board to approve the Summer School program for the upcoming summer at both the elementary and high schools. She noted that the Elementary Summer School program would take place from July 13th - July 29th and High School would take place from June 30th and ending July 30th. The ESY (Extended School Year) Program would also be available to students with special needs with a modified bus schedule to help with more consistent drop-off and pick-up times.

Dr. Hollister noted that the Driver’s Ed program would also be running this summer instructed by Mr. Joshua Stern with a total enrollment of 81 students.

6.2 Approval of Change in Expulsion

The high school administration is recommending that two students who were expelled through the end of the 1st semester of the 2015-2016 school year have their expulsion ended as of the last day of the 2014-2015 school year.

Dr. Larkin informed the Board that during the year, several students were expelled and the high school was requesting that the expulsion be changed from extending into the next school year to ending this year.

Dr. Hollister informed the Board that Mr. Cox came to him regarding the students in question stating that he was very pleased with their progress and requested that as an additional motivator that their expulsion time be reduced. Mr. Cox noted that his recommendation was based on teacher and principal input as well as the behavioral and academic progress of the students.

6.3 Information Items

*New high school courses for the 2015-2016 school year.* All courses are aligned with PA Core Standards and developed by the content teacher.

Political Geography
The focus of this course is on the geographic regions of the world concentrating on the five themes of geography, ie: location, place, region, human/environment interaction, and movement.
  
  No text is required for this course.

**Reading Workshop 9 & 10 - Part of 9th & 10th grade rotation**

- In 9th grade, students will acquire strategy-based skills in order to analyze various forms of literature, including fiction and non-fiction, to gain a deeper meaning of text by applying the strategies in authentic situations.
- **Texts**
  - *Then Again, Maybe I Won't* by Judy Blume
  - *It's Not the End of the World* by Judy Blume
  - *Ghost of Spirit Bear* by Ben Mikaelsen
  - *Fallout* by S. A. Bodeen

- In 10th grade, students will acquire strategy-based skills in order to analyze various forms of informational and non-fiction text to gain a deeper meaning of text by applying the strategies in authentic situations.
- **Texts**
  - *ADHD & me* by Blake E.S. Taylor
  - *Until Tuesday* by Luis Carlos Montalvan
  - *Unbroken* by Laura Hillenbrand

**STEM Biotechnology - Elective**

- Biotechnology is the study of how technology can assist in studying and manipulating living systems. Students with an interest in scientific research, medicine and genetics will enjoy this course. Topics will include agricultural, medical, forensic and environmental applications of biotechnology. Techniques will include, but are not limited to, genetic engineering, recombinant DNA technology, embryo transfer, gene therapy, genetic sequencing and bioremediation. Students will not only understand the science but will also learn about the possible future of this technology and how it is shaping our world. Students will learn through discussion, collaboration, hands-on labs and activities.
  - Resources used throughout the course - online content, lab equipment and kits

**Freshman and Sophomore Seminar - Part of 9th & 10th Grade Rotation**

- In Freshman Seminar students will explore careers through personality surveys and research. Students will learn how to search for and apply for jobs. In addition, students will develop computer application skills for success in post-secondary education, personal applications and in the workplace. Students will develop basic skills in using word processing and email applications. The understanding of proper formatting and proofreading will be emphasized to convey a professional message within
• Every project created. In addition, students will learn selected technology terminology and concepts dealing with computer ethics.

• In Sophomore Seminar students will explore entrepreneurial and banking concepts through research and individual and collaborative projects. In addition, students will develop computer application skills for success in post-secondary education, personal applications and in the workplace. Students will improve their skills in keyboarding technique, speed and accuracy. Students will develop basic skills in using spreadsheets and presentation applications. The understanding of proper formatting and proofreading will be emphasized to convey a professional message within every project created. In addition, students will learn selected technology terminology and concepts dealing with computer ethics.

Pathways to Success (P2S) Program -Co-Op Program - Elective

• Pathways to Success (P2S) is a work-based learning program that is designed to provide Garden Spot High School students the opportunity to earn credits while learning the skills for 21st Century careers. Classroom instruction will focus on the following: Learning employability skills that local employers desire in their employees, providing students with work-based learning experiences to assist them in entering competitive employment following graduation, and contributing to the productivity of the local business community. Students will create an individualized learning plan through their participation in futures planning. This plan will identify career goals, identify and develop skills needed to enter employment and secure possible employment internships. Partnerships with local county employers and employment agencies will be utilized.
  o The course will utilize the Pennsylvania Capstone Cooperative Education Modules Packet which addresses the following areas of employment: orientation, human relations, health and safety, employment retention, communication, consumer skills, legal awareness, and future planning.

Forensics - Science Elective - Grades 10-12

• Forensic science is a high school level science elective course rich in exploration and lab investigation. This course applies multiple disciplines of scientific study including but not limited to biology, anatomy, chemistry, and physics with an emphasis in critical thinking and complex reasoning. With addition to the science disciplines, students will incorporate the use of technology, communication skills, and mathematics. Students enrolled in this course will study the interrelationships between all scientific areas, applying historical and current events within the community, country, and world in each class lesson and laboratory.
  o Texts:
    - *Forensic Science: An Introduction, 3rd Edition* by R. Saferstein
Dr. Larkin introduced Mr. Winters who would be presenting several new courses for high school that would be up for approval at the July Board meeting. Mr. Winters summarized each course for the Board describing what each course would cover, mentioning several different aspects of each course, and presenting what books or texts would be used. He also indicated that the Co-op program, Pathways to success, would be returning with the hope of partnering with several organizations that would evidently hired the students involved. Currently three students are already set for next year for such as partnership. He also presented the new AP History summer read book, “A History of the World in 6 Glasses” that Mr. Epler was requesting to be used and noted that the book was available for the Board to read and review. He encouraged the Board to contact him with any questions or discussions.

Dr. Larkin noted that all of the books that Mr. Winters mentioned were available for the Board to read and review if they wish to do so.

Dr. Hollister made a note there was plenty of time for the board to review the text before the July Board meeting and encouraged them to.

### 7. Management

**7.1 Action Item** - Policy 806 CHILD ABUSE (Updated Language)

**7.2 Action Item** - Policy 819 SUICIDE AWARENESS PREVENTION AND RESPONSE (New; Regulation Requirement as of July 1, 2015)

**7.3 Action Item** - Policy 916 VOLUNTEERS (New; Needed to acknowledge the regulations affiliated with Act 153 and Act 168)

**7.4 Action Item** - Policy 248 UNLAWFUL HARASSMENT - PUPILS (Updated Language)

**7.5 Action Item** - Policy 348 UNLAWFUL HARASSMENT - EMPLOYEES (Updated Language)

Dr. Hollister informed the Board of several policies that he was requesting them to approve at next Board meeting. He noted that due to the many concerns of parents all around the state, the laws would probably change in the near future, however right now the policies would go into effect, July 1st.
Dr. Hollister commented that the District was receiving a lot of calls from parents and volunteers regarding the new Volunteer procedure that is associated with the new policy. He noted that Mr. Johnson is currently working on a FAQ (Frequently Asked Questions) to help parents with the clearances procedure.

Several Board members discussed the ramifications of the new policy and concerns about the logistics of enforcing the policy. There was a suggestion for possible tracking systems for Volunteers.

Dr. Hollister indicated this was going to be an enormous human resources endeavor.

7.6 Information Item - Discussion regarding the lack of enrollment in the High School Agriculture Program.

Dr. Hollister noted that at the last Board meeting, Mr. Shirk addressed the Board regarding the Ag program in the High School and their concern that the District was not hiring a replacement teacher for the program. Dr. Hollister informed the Board that though the enrollment numbers were significantly down, he was making the decision to hire a part-time long-term substitute teacher. Students would be solicited to enroll in the program over the summer to justify the addition of this teacher. He indicated that he too was concerned with the program with the loss of Tracy Marchini and retirement of Robert Lauffer.

President Yoder commented that he was in favor of the decision and hoped that enrollment in the program would grow.

8. Announcements
Dr. Hollister reminded the Board that there would be only one Board meeting in July on the 20th. The next Board meeting will be held on June 15th. He also informed the Board that they each received a flyer from PSBA notifying them of the services available for each of the Board members. He noted that PSBA was a huge supporter of the District and Board.

Dr. Hollister also announced that there would be an executive session after the meeting to discuss a legal matter and personnel matter.

President Yoder announced that he and Mr. Jones would probably be attending the meeting via video and Mr. Wentzel would be officiating the meeting.

9. Adjournment
Mr. Wentzel made a motion to adjourn the meeting at 7:51 p.m. with a second by Mr. Wentzel. The motion was approved. (7-0; 1 absent)

Justin W. Johnson
School Board Secretary
June 8, 2015