

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Lampeter-Strasburg High School Cafeteria
December 2, 2021

President Melissa S. Herr called the meeting to order at 7:34 p.m. and opened the meeting with the pledge of allegiance and a moment of silence.

PRESENT: Board Members, Mr. Scott M. Arnst, Mr. David J. Beiler, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mrs. Suzanne S. Knowles, Mr. Matthew E. Parido, Mrs. Audra R. Spahn, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Amanda Allison; Administrators, Mrs. Karen L. Staub, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Ms. Eva G. Strawser, Mr. Jamie P. Raum, Mrs. Alicia C. Kowitz, Dr. Michele B. Westphal, Dr. Jeffrey T. Smecker; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; Student Representatives, Miss Ella Horst and Miss Maggie Swarr; news reporter Ms. Donna Walker; and visitors.

Absent: Board Member, Mr. James H. Byrnes.

OATH OF OFFICE

Mr. William E. Benner, Jr., District Magistrate, conducted the Oath of Office for the re-elected Board members, Mr. David J. Beiler and Mr. Dustin D. Knarr, and newly elected Board members, Mrs. Suzanne S. Knowles and Mr. Andrew L. Welk.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

ELECTION OF TEMPORARY CHAIRMAN

Mrs. Herr requested a report from the Nominating Committee Chairperson, Mrs. Spahn, to appoint a temporary chairman to conduct the reorganization of the Board.

Mrs. Spahn reported that the Nominating Committee is placing in nomination Mr. David Beiler to serve as temporary chairman of the Board. Mrs. Spahn moved and Mr. Knarr seconded the motion to appoint Mr. Beiler as temporary chairman of the Board.

A voice vote was unanimous in favor of the motion.

BOARD REORGANIZATION

Mr. Beiler requested the report from Mrs. Spahn for the office of President of the Board. Mrs. Spahn placed in nomination the name of Mrs. Melissa Herr for the office of President of the Board.

Mr. Beiler requested additional nominations from the floor. There were none.

Mr. Parido moved and Mr. Welk seconded the motion that nominations for the office of President of the Board be closed and that Mrs. Herr be approved as President of the Board.

A voice vote was unanimous in favor of the motion.

Mrs. Herr requested the report from Mrs. Spahn for the office of Vice President of the Board. Mrs. Spahn placed in nomination the name of Mr. Matthew Parido for the office of Vice President of the Board.

Mrs. Herr requested additional nominations from the floor. There were none.

Mr. Beiler moved and Mr. Knarr seconded the motion that nominations for the office of Vice President of the Board be closed and that Mr. Parido be approved as Vice President of the Board

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Beiler moved and Mr Spahn seconded the motion to approve the Minutes of the regularly scheduled meetings on November 1 and 15, 2021.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mrs. Kowitz recognized November Students of the Month from Martin Meylin Middle School.

Dr. Feeney recognized November Pioneer Superlatives and Students of the Month from Lampeter-Strasburg High School.

Dr. Peart recognized high school students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Heiser, Jennifer M. – a letter of resignation.
2. Kinert, Amanda R. – a letter of resignation as Title I reading assistant.
3. Krulock, Kendall R. – a letter requesting a leave of absence.
4. Welk, Jr., Donald – a letter on behalf of the West Lampeter Community Fair Association Board of Directors thanking the district for use of the school parking lot during fair week.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

Mr. Stoltzfus read the treasurer's report as attached to these Minutes.

Thereafter, Mr. Beiler moved and Mr. Welk seconded the motion to accept the treasurer's report as submitted and to approve the payment of bills for the General Fund in the amount of \$2,033,505.95, Cafeteria Fund checks in the amount of \$137,366.46, High School Athletic Fund checks in the amount of \$11,625.82, Athletic Account Officials in the amount of \$832.35, and Capital Reserve Fund checks in the amount of \$54,274.95.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – TBA, Chairperson

Dr. Godfrey shared that the Committee did not meet this month.

BUILDINGS AND GROUNDS COMMITTEE – Mr. David J. Beiler, Chairperson

Mr. Beiler reported that the Committee met on November 15, 2021, and discussed capital requests that were brought to the Board, next steps for Strasburg Elementary property, and campus updates.

BOARD OF REVIEW COMMITTEE – Mrs. Melissa S. Herr, Chairperson

No report.

FINANCE COMMITTEE – TBA, Chairperson

Mr. Stoltzfus shared that the Committee did not meet this month.

PERSONNEL COMMITTEE – Mr. James H. Byrnes, Chairperson

Mr. Spahn reported that the Committee met this evening and recommends all agenda items for approval.

CURRICULAR ISSUES AND FEDERAL PROGRAMS – Dr. Andrew M. Godfrey, Representative

Dr. Godfrey thanked Title I assistants for hard work and shared that full-day kindergarten will be starting soon.

STUDENT REPRESENTATIVE – Miss Liana Howe, Miss Ella Horst

Miss Swarr reported on recent events at Lampeter Elementary School including parent teacher conferences, first graders celebrating 50th day of school activities, and fall-themed activities including turkey math, bartering, learning about food, and a thanksgiving feast. Students at Hans Herr Elementary School were introduced to the Hans Herr Zoom Network which are followed by class meetings. Fifth grade students on the student advisory panel met with Dr. Peart, Dr. Godfrey, and Dr. Smecker to answer questions about their experiences at school.

Events at Martin Meylin Middle School included the PTO book fair, the Martin Meylin Pride Program awarding a student to serve as principal for the day, and the musical, “Adventures of a Comic Book Artist” taking place this weekend.

Miss Horst reported on events at Lampeter-Strasburg High School including senior athletes signing commitment letters, social studies teacher, Mrs. Shehan, being recognized as teacher of the quarter, the success of the fall play, freshmen students participating in the TeenHope wellness screening program, and American education week activities. Holiday events included the annual thanksgiving food drive, operation shoebox event, toys for tots, holiday meals served with the help of administrators, and the practical arts department hosting the annual holiday workshop. Miss Horst concluded her report by mentioning the National Honors Society induction ceremony and the football team playing in the District III championship game.

APPROVAL OF RESIGNATIONS

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve resignations from the following individuals:

- a. Jennifer M. Heiser, SACC group supervisor, Lampeter Elementary School, retroactively effective to November 24, 2021.
- b. Amanda R. Kinert, Title I reading assistant, Martin Meylin Middle School, effective January 20, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve the following individuals in support or non-permanent positions:

- a. Gloria J. Cissne-Pawlson, as a personal care assistant at Hans Herr Elementary School. Ms. Cissne-Pawlson will be employed as a category C support staff employee and will be compensated hourly at \$13.00 retroactively effective to November 30, 2021.
- b. Jacqueline M. Maule, as a kitchen helper at Hans Herr Elementary School and van driver for Lampeter-Strasburg School District, retroactively effective to December 1, 2021. Ms. Maule will be employed as a category C support employee and will be compensated hourly at \$11.03 as kitchen helper and hourly at \$12.50 as van driver.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ADDITIONAL ASSIGNMENTS

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve additional assignments for the following individuals:

- a. Joan S. Johnson, District-wide 50% math instructional coach, Martin Meylin Middle School. Ms. Johnson will have the additional assignment of 50% long-term substitute math instructional coach effective on or about January 21, 2022, through the end of the 2021-2022 school year. Her annual compensation for this additional assignment will be \$22,056.25 based upon Step 15, Level M45 (50% of 50%)
- b. Amanda R. Kinert, District-wide 50% English language arts instructional coach, Martin Meylin Middle School. Ms. Kinert will have the additional assignment of 50% long-term substitute English language arts instructional coach effective on or about January 21, 2022, through the end of the 2021-2022 school year. Her annual compensation for this additional assignment will be \$17,975 based upon Step 7, Level M15 (50% of 50%).

A voice vote was unanimous in favor of the motion.

APPROVAL OF LEAVE OF ABSENCE

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve a leave of absence for Kendall R. Krulock, health/physical education teacher, Lampeter-Strasburg High School, effective on or about May 2, 2022, through the end of the 2021-2022 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2021-2022 COACH

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve Earl Rutledge, Jr. as Varsity Softball Coach for the 2021-2022 season.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUPPLEMENTAL CONTRACTS

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve 2021-2022 additions/deletions to supplemental contracts, as follows:

a.	Aleam Stoutzenberger, Jr.	Basketball – Girls – Assistant – 50%	\$2,992.45	Addition
b.	Gary Morrison	Football – 1st Assistant – 70%	\$6,348.93	Deletion
c.	Gary Morrison	Football – 1st Assistant – 70%	\$6,361.38	Addition
d.	Jeffrey Pickel	Football – Assistant – 50%	\$5,301.15	Deletion
e.	Jeffrey Pickel	Football – Assistant – 50%	\$4,534.95	Addition
f.	Donna Bitler	K-12 Health/Nursing Coordinator	\$ 571.47	Addition
g.	Pamela Fliegel	K-12 Health/Nursing Coordinator	\$ 571.47	Addition
h.	Jennifer Rimert	K-12 Health/Nursing Coordinator	\$ 571.47	Addition
i.	Mary Vestermark	K-12 Health/Nursing Coordinator	\$ 571.47	Addition
j.	Amy Lee	Lacrosse – Girls – 1st Assistant – 70%	\$2,936.92	Addition
k.	Earl Rutledge, Jr.	Softball – Varsity	\$4,565.80	Addition
l.	Mallory Rutt	Softball – 1st Assistant – 70%	\$3,196.06	Addition
m.	Timothy Markley	Softball – Assistant – 50%	\$2,745.65	Deletion
n.	Timothy Markley	Softball – 2nd Assistant – 60%	\$2,932.11	Addition
o.	Josiah Swarr	Wrestling – Assistant – 50% of 50%	\$1,619.63	Addition

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve 2021-2022 substitutes in their respective capacities, as follows:

Certified Substitutes

Shaika, Jacob A. Grades 4-8 (4-6, Social Studies 7-8)

Emergency (Retired) Certified Substitutes

Lynch, Cathy J. Elementary K-6, Family Consumer Sci PK-12

Meyer, Michele L. Art PK-12, Family-Consumer Sci PK-12

Emergency Certified Substitutes

Wilson, Chantelle A. All Instructional Areas PK-12

Miller, Dana M. Grades PK-4, Special education PK-8; Millersville Student

Support Staff Substitutes

Dunlap, Sherry A.

Rightnour, Tyler L.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EVENT WORKER

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve Christopher M. Spahr as a 2021-2022 event worker.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve Amanda R. Dombach as a 2021-2022 volunteer girls basketball coach.

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENT WITH TRANSFINDER

Mr. Beiler moved and Mr. Welk seconded the motion to approve a software license and hosting agreement with Transfinder for the purchase of Routefinder Plus licenses and on-boarding services in the amount of \$15,995 from the Technology Reserve account, as posted. The annual expense for upgrades and support is already included within the software portion of the technology department budget.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LANCASTER-LEBANON JOINT AUTHORITY REPRESENTATIVE

Mr. Parido moved and Mr. Knarr seconded the motion to approve to appoint Keith A. Stoltzfus as Lampeter-Strasburg School District representative to the Lancaster-Lebanon Joint Authority from January 1, 2022, through December 31, 2026.

A voice vote was unanimous in favor of the motion.

APPROVAL OF NEWSPAPER OF GENERAL CIRCULATION

Mrs. Spahn moved and Mr. Parido seconded the motion to approve Lancaster Newspapers, Inc. as the newspaper of general circulation for 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF THE 2022-2023 LAMPETER-STRASBURG HIGH SCHOOL COURSE SELECTION GUIDE

Mr. Welk moved and Mr. Beiler seconded the motion to approve the 2022-2023 Lampeter-Strasburg High School Course Selection Guide

A voice vote was unanimous in favor of the motion.

APPOINTMENT OF BOARD COMMITTEES AND REPRESENTATIVES FOR 2022

Mr. Beiler moved and Mrs. Spahn seconded the motion to approve Board Committees and Representatives for 2022, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SETTING OF TIMES AND DATES FOR REGULARLY SCHEDULED BOARD MEETINGS FOR 2022

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve the times and dates for regularly scheduled Board meetings for 2022, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mrs. Herr thanked administrators for welcoming Board members into their buildings for the Board visitation tours and shared cards from students at Martin Meylin Middle School.

NEW BUSINESS

Mrs. Herr congratulated Mr. Knarr and Mr. Beiler on being re-elected and Mr. Welk and Mrs. Knowles on being elected as members of the School Board. She also congratulated Mr. Parido on becoming the Vice President of the Board. Mr. Parido returned the congratulations to Mrs. Herr as President.

OPPORTUNITY FOR PUBLIC COMMENT

Karen Ippolito, Lancaster, PA, regarding books in the library.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:21 p.m. to discuss a matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency.

MEETING RECONVENED AND ADJOURNED

The meeting reconvened and was properly adjourned at 9:25 p.m.

Mary E. Williams
Secretary