

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
October 7, 2019

President Melissa S. Herr called the meeting to order at 7:30 p.m. Dr. Kevin S. Peart opened the meeting with the Pledge of Allegiance.

PRESENT: Board Members, Mr. David J. Beiler, Mr. James H. Byrnes, Mrs. Melissa S. Herr
Mr. Scott J. Kimmel, Mr. Dustin D. Knarr, Mrs. Patricia M. Pontz, Mrs. Susan A. Rhoades;
Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business
Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Kathleen Boyce; Administrators,
Mrs. Karen L. Staub, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Dr.
Michele B. Westphal, Mr. Jamie P. Raum, Mrs. Alicia C. Kowitz, Dr. William M. Bray, Dr. Jeffrey T.
Smecker; Athletic Director, Dr. Branden M. Lippy; Buildings and Grounds Director, Mr. Glenn R. Davis;
Administrative Assistant, Mrs. Mary E. Williams; Student Representatives, Ms. Julia Smecker, Ms. Liana
Howe; LSEA Representative, Ms. Kristin Maser; News Reporter, Ms. Donna Walker; and visitors.

ABSENT: Board Members, Mr. Scott M. Arnst, Mrs. Audra R. Spahn.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve the Minutes of the regularly scheduled meetings of September 3, 2019, and September 16, 2019.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Feeney and Mrs. Pontz recognized the Lampeter-Strasburg High School Pioneer Superlatives and September Students of the Month.

Dr. Raum and Mrs. Pontz recognized the September Students of the Month from Martin Meylin Middle School.

Dr. Godfrey presented a video highlighting the one-to-one iPad initiative at Lampeter Elementary School.

Dr. Peart shared the following communications:

1. Geiter, Barbara L. – a letter requesting a leave of absence.
2. Hoffard, Jeanne L. – a letter of resignation as Secretary to the Lampeter-Strasburg School District Board of School Directors.
3. Ickes, Shelby L. – a letter of resignation.
4. Schneider, Candace M. – a letter of resignation.
5. Walter, Delinda D. – a letter of resignation.
6. Zimmerman, Amber D. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Pontz moved and Mrs. Rhoades 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 \$4,209,457.07 (with the exception of check 113164), Cafeteria Fund checks in the amount of \$112,417.56, High School Athletic Fund checks in the amount of \$3,471.10, Athletic Account Officials in the amount of \$11,064.70, and Capital Reserve Fund checks in the amount of \$3,125.

A voice vote was unanimous in favor of the motion.

Mr. Kimmel moved and Mr. Byrnes seconded the motion to approve General Fund check 113164.

A voice vote was 8:0:1 in favor of the motion. Mrs. Pontz abstained from the vote.

ACADEMIC COMMITTEE – Mrs. Patricia M. Pontz, Chairperson

Mrs. Pontz reported that the Committee met on September 9, 2019, and reviewed the Lampeter-Strasburg High School Senior Survey Results, discussed the improvement process implemented at the Middle School, and shared an overview of the data collected from the Pennsylvania State achievement testing results.

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

Mr. Beiler reported that the Committee met on September 16, 2019, and discussed a request from a district resident who is seeking to utilize Walnut Run School for his for-profit tour business. The Committee asked for more research to be done on district liability. Also discussed was the closeout of athletic field construction, the approval of district reseeding, and an update on the softball field improvements.

Mr. Beiler reminded the Board that Crabtree, Rohrbaugh and Associates will be present at the next Committee meeting on Monday, October 21, 2019, to discuss the final drafts of the feasibility study. The meeting will start at 6:00 p.m. to allow time for further discussion.

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

No report.

FINANCE COMMITTEE – Mr. Scott J. Kimmel, Chairperson

No report.

PERSONNEL COMMITTEE – Mr. Scott M. Arnst, Chairperson

Mr. Byrnes shared that the Committee met this evening and reviewed the items recommended for approval on the agenda.

STUDENT REPRESENTATIVES - Ms. Julia Smecker, Ms. Liana Howe

Ms. Howe reported on Lampeter Elementary's successful Pioneer Ninja Warrior fundraiser and the upcoming Goodies for Grandparents event for Kindergarten students. At Hans Herr, students participated in the Pioneer Dash/Color Run fundraiser and raised money for field trips and educational assemblies. At Martin Meylin, students enjoyed the block party and are looking forward to the creative arts fair.

Ms. Smecker reported that Lampeter-Strasburg High School had an open house, back to school night, and athletic hall of fame night. Many students also participated in the annual West Lampeter fair and enjoyed homecoming events that led up to the homecoming dance. She also recognized students who participated in golf and tennis playoffs, and National Merit finalists.

APPROVAL OF RESIGNATIONS

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

- a. Shelby L. Ickes, kitchen helper, Lampeter-Strasburg High School, effective on October 8, 2019.
- b. Candace M. Schneider, learning support teacher, Lampeter-Strasburg High School, effective upon a future date to be determined.
- c. Delinda D. Walter, SACC aide, Lampeter Elementary School, retroactively effective to September 23, 2019.
- d. Amber D. Zimmerman, kitchen helper, Martin Meylin Middle School, retroactively effective to October 1, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve the employment for Kristina A. Canty, a professional employee assigned as a learning support teacher. Her annual compensation will be \$66,558 based upon

Step 5, Level M30, of the District compensation agreement, pending receipt of all required documentation. Ms. Canty will be assigned to Martin Meylin Middle School at a future date to be determined.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

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

- a. Mystique D. Keglovits to be employed as building secretary at Lampeter Elementary School. Ms. Keglovits will become a category B support employee and will be compensated at \$14.56 per hour retroactively effective to October 2, 2019.
- b. Diana M. Masterson to be employed as a kitchen helper at Lampeter Elementary School. Ms. Masterson will become a category E support employee and will be compensated at \$10.69 per hour retroactively effective to September 25, 2019.
- c. Mary K. Slade to be employed as principal's secretary at Lampeter Elementary School. Ms. Slade will become a category A support employee and will be compensated at \$19 per hour effective upon October 8, 2019.
- d. Emily J. Walter to be employed as a kitchen helper at Martin Meylin Middle School. Ms. Walter will become a category D support employee and will be compensated at \$10.69 per hour retroactively effective to September 23, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve a change of employment status for Christopher S. Blakesley, kitchen helper, Hans Herr Elementary School. Mr. Blakesley will change to a kitchen helper at Martin Meylin Middle School and will increase his hours by 5.5 per week, retroactively effective to September 30, 2019. Mr. Blakesley will remain a category E support employee compensated at \$10.69 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LEAVE OF ABSENCE

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve a leave of absence for Barbara L. Geiter, kitchen helper, Lampeter-Strasburg High School from October 3, 2019 to November 4, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve substitutes in their respective capacities, as follows:

Certified Substitutes

Frounjian, Vahe H.	Social Studies (7-12)
Menapace, Lauren E.	Elementary (K-6)
Peachey, Scott A.	Elementary
Weber, Jessica H.	Earth/Space Science (7-12), Grades 4-8 (All Subjects 4-6, Science 7-8), Biology (7-12)

Emergency Certified Substitutes

Campbell, Susan E.	Elementary Only
Carido, Gedion C.	All Subject Areas
Soderblom, Jennifer N.	All Subject Areas
Ziegler, Michelle A.	All Subject Areas

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve additions/deletions to supplemental contracts as follows:

a. Bradley Shue	Soccer – Boys – 1st Assistant – 50% of 70%	\$1,656.24	Addition
b. Samantha Kirkwood	Odyssey of the Mind – 25%	\$ 646.75	Addition
c. Jennifer Gilman	Special Education – 40%	\$ 552.00	Addition
d. Kristina Canty	Special Education – 60%	\$ 828.00	Addition
e. Kylie Turner	Swimming – Varsity	\$4,073.20	Addition
f. Jeffrey Swarr	Baseball – Varsity	\$5,331.10	Addition
g. Kathleen Heil	Track – Jr. High – 60%	\$3,414.30	Deletion
h. Elisabeth Lau	Mentor – Middle School – Kristina Canty	\$ 750.00	Addition

A voice vote was unanimous in favor of the motion.

APPROVAL OF SALARIES

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve salaries, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

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

Dr. Godfrey reported that the Title I programs are up and running. The first Title I parent night is scheduled for October 21, 2019.

APPROVAL OF A SUBRECIPIENT LETTER OF AGREEMENT WITH LANCASTER-LEBANON IU13

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve a Subrecipient Letter of Agreement with Lancaster-Lebanon IU13 to collaborate in the administration of the Organ and Tissue Donation Awareness Project (OTDA), as authorized by the Pennsylvania Department of Education.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED INVESTMENT PLAN

Mr. Byrnes moved and Mr. Kimmel seconded the motion to approve the updating of the Investment Plan to include Univest Bank and Trust Company as per the District’s Investment of Funds Policy 609.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CONSULTING CONTRACT WITH EDUCATOR ASSIST CONSULTANTS, LLC

Mr. Kimmel moved and Mrs. Pontz seconded the motion to approve a contract with Educator Assist Consultants, LLC, for \$18 per hour for the provision of DIBELS testing, kindergarten testing, and consulting services.

A voice vote was unanimous in favor of the motion.

APPROVAL OF PSBA CONTRACT FOR PROFESSIONAL SERVICES

Mr. Byrnes moved and Mr. Knarr seconded the motion to approve a PSBA contract for professional services for the Administration Regulations Manual in the amount of \$4,250.

A voice vote was unanimous in favor of the motion.

APPROVAL OF INTER-GOVERNMENTAL COOPERATION AGREEMENT BETWEEN WEST LAMPETER TOWNSHIP AND LAMPETER-STRASBURG SCHOOL DISTRICT

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve the Agreement to allow the District to share the Township’s fuel storage facility while each entity purchases its own fuels.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CONTRACT WITH THE SIERRA GROUP

Mr. Kimmel moved and Mr. Knarr seconded the motion to approve a contract for assistive technology training by The Sierra Group at a cost of \$90 per hour, \$50 per hour for travel time exceeding one hour, and a retainer of \$450.

A voice vote was unanimous in favor of the motion.

ACCEPTANCE OF SCHOOL BOARD SECRETARY RESIGNATION

Mr. Byrnes moved and Mrs. Pontz seconded the motion to accept a resignation from Jeanne L. Hoffard as School Board Secretary (non-voting), effective October 6, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SCHOOL BOARD SECRETARY

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve Mary E. Williams as School Board Secretary (non-voting), effective October 7, 2019, to June 30, 2021.

A voice vote was unanimous in favor of the motion.

APPROVAL OF POLICY (FIRST READING)

Mrs. Rhoades moved and Mr. Byrnes seconded the motion to approve Policy 5130, Student Participation in Extracurricular Activities and Interscholastic Athletics (first reading).

A voice vote was unanimous in favor of the motion.

APPROVAL OF POLICIES (SECOND READING) AS PART OF PSBA POLICY REVIEW

Mr. Beiler moved and Mr. Byrnes seconded the motion to approve policies (second reading) as part of PSBA policy review, as attached to these Minutes, with the revisions to be made on Policy 903 and extension to Policy 913:

- a. Policy 901 Public Relations Objectives
- b. Policy 902 Publications Program
- c. Policy 903 Public Participation in Board Meetings
- d. Policy 904 Public Attendance at School Events
- e. Policy 905 Citizen Advisory Committees
- f. Policy 906 Public Complaint Procedures
- g. Policy 907 School Visitors
- h. Policy 908 Relations with Parents/Guardians
- i. Policy 909 Municipal Government Relations
- j. Policy 910 Community Engagement
- k. Policy 911 News Media Relations
- l. Policy 912 Relations with Educational Institutions
- m. Policy 913 Nonschool Organizations/Groups/Individuals
- n. Policy 913.1 Commercial Sponsorship Agreements
- o. Policy 914 Relations with Intermediate Unit
- p. Policy 916 Volunteers
- q. Policy 917 Parental/Family Involvement
- r. Policy 918 Title I Parent and Family Engagement

A voice vote was unanimous in favor of the motion.

APPROVAL OF POLICY (SECOND READING)

Mrs. Rhoades moved and Mrs. Pontz seconded the motion to approve Policy 004, Membership, (second reading), as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve field trips as follows:

- a. Outdoor/Environmental Club to Cape Henlopen State Park, Lewes, Delaware, from October 26 to 27, 2019.
- b. Martin Meylin Middle School students to Cape Henlopen State Park, Lewes, Delaware from June 29 to July 2, 2020.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Kimmel moved and Mr. Byrnes seconded the motion to approve a sponsorship renewal agreement with Steve Edward Lewis Agency, Nationwide, for a tennis court sign.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

NEW BUSINESS

Mrs. Pontz commended Mrs. Schmidt and her food service team on having no violations throughout the district.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Mary E. Williams
Secretary