

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
December 5, 2019

President Melissa S. Herr called the meeting to order at 7:37 p.m. Dr. Kevin S. Peart opened the meeting with the Pledge of Allegiance.

PRESENT: Board Members, Mr. Scott M. Arnst, Mr. David J. Beiler, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mr. Matthew E. Parido, Mrs. Patricia M. Pontz, Mrs. Audra R. Spahn; 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; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; Student Representatives, Miss Julia Smecker; News Correspondent, Ms. Donna Walker; and visitors.

ABSENT: Board Member, Mr. Scott J. Kimmel

OATH OF OFFICE

Mr. William E. Benner, Jr., District Magistrate, conducted the Oath of Office for the re-elected Board members, Mr. Scott M. Arnst, Mr. James H. Byrnes, Mrs. Melissa S. Herr, and Mrs. Audra R. Spahn, and the newly-elected Board member, Mr. Matthew E. Parido.

ELECTION OF TEMPORARY CHAIRMAN

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

Mr. Byrnes reported that the Nominating Committee is placing in nomination Mrs. Patricia M. Pontz to serve as temporary chairman of the Board. Mr. Byrnes moved and Mr. Beiler seconded the motion to appoint Mrs. Patricia M. Pontz as temporary chairman of the Board.

A voice vote was 7:0:1 in favor of the motion. Mrs. Pontz abstained from the vote.

BOARD REORGANIZATION

Mrs. Pontz requested the report from Mr. Byrnes for the office of President of the Board. Mr. Byrnes placed in nomination the name of Mrs. Melissa S. Herr for the office of President of the Board.

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

Mr. Byrnes moved and Mrs. Spahn seconded the motion that nominations for the office of President of the Board be closed and that Mrs. Melissa S. Herr be approved as President of the Board.

A voice vote was 7:0:1 in favor of the motion. Mrs. Herr abstained from the vote.

Mrs. Herr requested the report from Mr. Byrnes for the office of Vice President of the Board. Mr. Byrnes placed in nomination the name of Mrs. Patricia M. Pontz for the office of Vice President of the Board.

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

Mr. Byrnes moved and Mr. Beiler seconded the motion that nominations for the office of Vice President of the Board be closed and that Mrs. Patricia M. Pontz be approved as Vice President of the Board

A voice vote was 7:0:1 in favor of the motion. Mrs. Pontz abstained from the vote.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

## MINUTES

Mr. Byrnes moved and Mrs. Pontz seconded the motion to approve the Minutes of the regularly scheduled meetings of November 4 and November 18, 2019.

## COMMUNICATIONS AND RECOGNITION

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

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

Dr. Godfrey shared a video on the new water stations at Lampeter-Strasburg High School supplied through a partnership with Penn Medicine.

Dr. Peart shared the following communications:

1. Bard, Maya E. – a letter requesting an extension to sabbatical leave of absence.
2. Blakesley, Christopher S. – a letter of resignation.
3. Fry, Jodi – a letter requesting an extension of a leave of absence
4. Sloss, Carolyn R. – a letter of resignation.
5. Troyan, Patricia A. – a letter of resignation.
6. A letter for approval of student to complete senior year at LSHS per District policy.

## TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Pontz moved and Mr. Beiler 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 \$1,731,589.61 (with the exception of check 113537), Cafeteria Fund checks in the amount of \$66,632.79, High School Athletic Fund checks in the amount of \$2,887.75, and Capital Reserve Fund checks in the amount of \$22,685.66.

A voice vote was unanimous in favor of the motion.

Mr. Beiler moved and Mr. Knarr seconded the motion to approve General Fund check 113537.

A voice vote was 7:0:1 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 November 11, 2019. During that meeting, Dr. Feeney presented the 2020-2021 course selection guide and new courses and Dr. Godfrey presented an overview of the Future Ready PA Index.

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

Mr. Beiler reported that the Committee met on November 18, 2019, and discussed the Walnut Run building request from for-profit business and District feasibility study.

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

No report.

## FINANCE COMMITTEE – Mr. Keith Stoltzfus

Mr. Stoltzfus reported that the Committee met on November 25, 2019, and reviewed the District's current debt service levels and potential borrowing capacity moving forward, the 2018-2019 budget outcomes and projected outcomes for the 2019-2020 school year, and preliminary information regarding the 2020-2021 budget including calendar and ACT I index information.

## PERSONNEL COMMITTEE – Mr. Scott M. Arnst, Chairperson

Dr. Peart shared that the Committee did not meet this evening due to the Board Reorganization event, but that they would recommend thirteen agenda items to the Board for approval.

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

Dr. Godfrey reported on the EDK and FDK family game night held in November and shared that the Title I department will be fully staffed.

#### STUDENT REPRESENTATIVES – Miss. Julia Smecker, Miss Liana Howe

Miss Smecker reported on the happenings of Lampeter and Hans Herr Elementary Schools on behalf of Miss Howe. Miss Smecker reported on Lampeter Elementary School's involvement with Toys for Tots, the first and second grade field trips to the Fulton Theatre, Kindergarten students attending a teaser of Martin Meylin Middle School's musical, and the upcoming Winter Wonderland opportunity for students to purchase gifts for family and friends. For Hans Herr Elementary School, Miss Smecker reported on report cards, Circle the Wagon awards, and meal baskets provided to District families.

On the secondary level, Martin Meylin Middle School students won awards through the Pride program and reported the success of the annual reading event, and the upcoming musical *Frozen, Jr.* Events reported from the Lampeter-Strasburg High School include the fall play *Come Out of the Closet*, students recognized for academics and athletic accomplishments at NHS and commitment day, the annual food and thanksgiving drive, and a competition against Martin Meylin Middle School. Miss Smecker concluded her report sharing about the Mini-Thon kick off assembly.

#### APPROVAL OF RESIGNATIONS

Mr. Arnst moved and Mr. Beiler seconded the motion to approve resignations, as follows:

- a. Blakesley, Christopher S., kitchen helper, Martin Meylin Middle School, retroactively effective to November 8, 2019.
- b. Sloss, Carolyn R., special education assistant, Martin Meylin Middle School, effective on December 26, 2019.
- c. Troyan, Patricia A., part-time custodian, Lampeter Elementary School, retroactively effective to November 15, 2019.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Arnst moved and Mr. Beiler seconded the motion to approve employment of the following individuals in professional positions:

- a. Frank Dell'Estate, as a long-term substitute employee assigned as a Spanish teacher. His daily compensation will be \$392.29 based upon Step 6, Level M60, of the District compensation agreement, effective on or about January 16, 2020, through the end of the 2019-2020 school year. He will be assigned to Lampeter-Strasburg High School.
- b. Emilie Helvey, as a long-term substitute employee assigned as a third grade teacher. Her daily compensation will be \$285.86 based upon Step 4, Level B, of the District compensation agreement. Ms. Helvey will be assigned to Hans Herr Elementary School effective on or about January 1, 2020, for the duration of the 2019-2020 school year.
- c. Heather Metzler, long-term substitute employee assigned as a secondary guidance counselor. Ms. Metzler will extend her assignment as a guidance counselor at the Lampeter-Strasburg High School through the end of the 2019-2020 school year. Her daily compensation will be \$290.77 based upon Step 1, Level M, of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF EMPLOYMENT – SUPPORT

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the employment of the following individuals:

- a. Alyssa K. Deiter, SACC aide, Lampeter Elementary School. Ms. Deiter will become a category E support employee and will be compensated at \$10.69 per hour effective December 9, 2019.
- b. Christina M. Moore, Title I Reading Assistant, Hans Herr Elementary School. Ms. Moore will become a category E support employee and will be compensated at \$15.53 per hour effective December 16, 2019.
- c. Maya K. Pieters, SACC assistant group supervisor, Lampeter Elementary School. Ms. Pieters will become a category E support employee and will be compensated at \$10.69 per hour retroactively effective to November 22, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mr. Arnst moved and Mr. Beiler seconded the motion to approve a change of employment status for the following employees:

- a. Christina Alagona, special education teacher assistant at Lampeter Elementary School. Ms. Alagona will change to a long-term employee assigned as an itinerant autistic support teacher. Her daily compensation will be \$260.85 based upon Step 1, Level B, of the District compensation agreement, retroactively effective to December 3, 2019, through the end of the 2019-2020 school year. She will remain assigned to Lampeter Elementary School.
- b. Amie Fink, Title 1 reading assistant at Martin Meylin Middle school. Ms. Fink will become the library assistant at Hans Herr Elementary School. She will become a category C support employee retroactively effective to December 4, 2019, and will be compensated at \$13.50 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LEAVE OF ABSENCE

Mr. Arnst moved and Mr. Beiler seconded the motion to approve a leave of absence for Jodi Fry custodian, Martin Meylin Middle School effective from December 9, 2019, through on or about December 16, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SABBATICAL LEAVE OF ABSENCE EXTENSION

Mr. Arnst moved and Mr. Beiler seconded the motion to approve a sabbatical leave of absence for Maya Bard, guidance counselor, Lampeter-Strasburg High School, through the end of the 2019-2020 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

Mr. Arnst moved and Mr. Beiler seconded the motion to approve additions/deletions to 2019-2020 supplemental contracts, as follows:

- a. Anthony Pepe      Track – Jr. High – 45%      \$2,560.73      Addition

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mr. Arnst moved and Mrs. Pontz seconded the motion to approve substitutes in their respective capacities, as follows:

Emergency Certified Substitutes  
 Nasr, Dalia S.                      All Instructional Areas

Support Staff Substitutes  
 Blakesley, Christopher S.  
 Fisher, Nancy  
 Gipe, Allyson C.

Hambleton, Laura G.  
Haas, Virginia A.  
Herr, Stephanie K.  
Ross, Elizabeth  
Updike, Kirsten E.  
Woodworth, Cynthia

A voice vote was 7:0:1 in favor of the motion. Mr. Byrnes abstained from the vote.

#### APPROVAL OF VOLUNTEER

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the following 2019-2020 volunteers:

Franklin, Kevin  
Groff, Nathanael T.  
Skrodinsky, Mark

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SUPPORT STAFF 2020-2021 HOURLY RATE RANGES

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the Support Staff 2020-2021 Hourly Rate Range based on the PSBA market movement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SALARY EXEMPT 10-MONTH 2020-2021 SALARY RANGES

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the Salary Exempt 10-Month 2020-2021 Salary Range based on the PSBA market movement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SALARY EXEMPT 12-MONTH 2020-2021 SALARY RANGES

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the Salary Exempt 12-Month 2020-2021 Salary Range based on the PSBA market movement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF ADMINISTRATIVE 2020-2021 SALARY RANGES

Mr. Arnst moved and Mr. Beiler seconded the motion to approve the Administrative 2020-2021 Salary Range based on the PSBA market movement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF COURSE PROPOSALS

Mr. Byrnes moved and Mrs. Pontz seconded the motion to approve the following new course proposals for Lampeter-Strasburg High School:

- a. Computer Science Cybersecurity
- b. Agricultural Business and Management
- c. Algebra 1A
- d. Algebra 1B
- e. HACC Spanish 201

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF THE 2020-2021 HIGH SCHOOL COURSE SELECTION GUIDE

Mr. Beiler moved and Mr. Spahn seconded the motion to approve the 2020-2021 Lampeter-Strasburg High School Course Selection Guide.

A voice vote was unanimous in favor of the motion.

APPOINTMENT OF BOARD COMMITTEES AND REPRESENTATIVES FOR 2020

Mr. Byrnes moved and Mr. Arnst seconded the motion to approve Board Committees and Representatives for 2020 with the addition of Mrs. Audra Spahn named as the alternate for Lancaster County Academy Joint Operating Committee, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TIMES AND DATES FOR REGULARLY SCHEDULED BOARD MEETINGS FOR 2020

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve times and dates for regularly scheduled Board meetings for 2020, with the addition of the Finance Committee, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Beiler moved and Mrs. Spahn seconded the motion to approve a renewal sponsorship agreement with UPMC Pinnacle for stadium scoreboard signage.

A voice vote was unanimous in favor of the motion.

NEW BUSINESS

Mrs. Herr reviewed the contents in Board folders.

OPPORTUNITY FOR PUBLIC COMMENT

No comments.

ADJOURNMENT TO EXECUTIVE SESSION

Mr. Byrnes moved and Mrs. Pontz seconded the motion to adjourn to Executive Session. The Board adjourned to Executive Session at 8:24 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.

ADJOURNMENT

The meeting reconvened and properly adjourned at 9:20 p.m.

Mary E. Williams  
Secretary