

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
June 10, 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, Mrs. Melissa S. Herr, Mr. Scott J. Kimmel, Mr. Dustin D. Knarr (remotely), Mrs. Patricia M. Pontz, Mrs. Susan A. Rhoades, 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., Mr. Jamie P. Raum; Administrative Assistant, Mrs. Jeanne L. Hoffard; and visitors.

ABSENT: Board Members, Mr. Scott M. Arnst, Mr. James H. Byrnes.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Beiler moved and Mrs. Pontz seconded the motion to approve the Minutes of the regularly scheduled meetings of May 6 and May 20, 2019.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Peart introduced Ms. Liana Howe as the new Junior Board Representative.

Dr. Peart shared the following communications:

1. Emmert, Logan – a letter of appreciation for the opportunity to attend the PMEA All-State Music Festival.
2. Heil, Kathleen G. – a letter of resignation from a supplemental position.
3. Hoffard, Jeanne L. – a letter of appreciation for the retirement celebration and gifts.
4. Kopp, Martha J. – a letter of resignation.
5. Kulp, James L., President, Friends of the West Lampeter Township Police Department – a letter of appreciation for a contribution.
6. Lutz, Cynthia L. – a letter of resignation.
7. Roda, Brian F. – a letter of resignation from a supplemental position.
8. Rohrer, Michelle E. – a letter of resignation.
9. Scab, Robert, Volunteers of Willow Street Fire Company – a letter of appreciation for a contribution.
10. Scharoun, Amber J. – a letter of resignation.
11. Sharpe, Heather, Executive Director, Lancaster Public Library – a letter of appreciation for a contribution.
12. Walton, Richard G. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. Kimmel 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 \$3,770,711.68 (with the exception of check 112379), Cafeteria Fund checks in the amount of \$121,822.64, High School Athletic Fund checks in the amount of \$8,287.53, Athletic Account Officials in the amount of \$2,261.70, and Capital Reserve Fund checks in the amount of \$37,798.60.

A voice vote was unanimous in favor of the motion.

Mrs. Spahn moved and Mr. Kimmel seconded the motion to approve General Fund check 112379.

A voice vote was 6:0:1 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 May 13, 2019, and reviewed the Schoology contract presented for approval on tonight's agenda. Mrs. Karen Staub reported to the Committee on ways the District is meeting the non-academic needs of students, and Mr. Richard Abate presented a Lampeter-Strasburg High School proposal for an E-Sports Club. In addition, it was reported that a small change will occur in the second grade swimming program with the YMCA providing the instruction. Mrs. Pontz requested suggested topics from Board members for next year's meetings.

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

Mr. Beiler reported that the Committee met on May 20, 2019, and completed a walk-through of the field house to review the need for locker enhancements. An update was received from Crabtree, Rohrbaugh and Associates relating to progress on the feasibility study. Discussion was held regarding fuel tank replacement and alternatives for fuel sources, as well as the lease of Strasburg Elementary School and the completion of the stadium bleacher wrap.

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

Dr. Peart reported that the Committee met tonight and reviewed the items recommended for approval on the agenda, as well as add-on items.

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

Dr. Godfrey reported that students were honored at end-of-year celebrations. Summer programs will soon begin and plans are being made for next year.

LANCASTER COUNTY ACADEMY JOINT OPERATING COMMITTEE – Mr. David J. Beiler, Representative

Mr. Beiler reported that he attended the Lancaster County Academy graduation. Seventeen students were graduated, including one Lampeter-Strasburg School District student. The Lancaster County Academy will be moving to the Harrisburg Area Community College campus this summer.

APPROVAL OF RESIGNATIONS

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

- a. Martha J. Kopp, educational assistant, Hans Herr Elementary School, effective December 31, 2019.
- b. Amber J. Scharoun, special education assistant, Martin Meylin Middle School, retroactively effective to June 1, 2019.
- c. Richard G. Walton, van driver, Lampeter-Strasburg School District, retroactively effective to June 7, 2019.
- d. Michelle E. Rohrer, half-time (50%) special education teacher, Martin Meylin Middle School, retroactively effective to June 4, 2019.
- e. Cynthia L. Lutz, health/physical education teacher, Lampeter-Strasburg High School, retroactively effective to June 3, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve the employment of the following professional individuals:

- a. Elizabeth A. Ebert, a long-term substitute employee assigned as a third grade teacher. Her daily compensation will be \$260.84 based upon Step 1, Level B, of the District compensation agreement. Ms. Ebert will be assigned to Hans Herr Elementary School effective August 7, 2019, for the duration of the 2019-2020 school year.
- b. Caitlin M. Gilbert, a professional employee assigned as an elementary program specialist. Her annual compensation will be \$63,746 based upon Step 5, Level M15 of the District compensation agreement, pending receipt of her updated Pennsylvania teaching certificate. Ms. Gilbert will be assigned to Hans Herr Elementary School effective August 7, 2019.
- c. Ariel F. Nguyen, a professional employee assigned as a third grade teacher. Her annual compensation will be \$56,544 based upon Step 4, Level B24, of the District compensation agreement. Ms. Nguyen will be assigned to Hans Herr Elementary School effective August 7, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SALARY EXEMPT

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve the employment of Cheryl A. Schmidt to serve as the District Food Service Director. Ms. Schmidt will become a 10-month salary exempt employee effective on August 1, 2019. She will be assigned to Hans Herr Elementary School and will be compensated at \$60,099 annually.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

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

- a. Maureen M. Veety to be employed as a SACC group supervisor at Lampeter Elementary School. Ms. Veety will become a category E support employee and will be compensated at \$14 per hour effective on or about August 12, 2019.
- b. Robert B. Haldeman, Sr., to be employed as a second shift lead custodian at Martin Meylin Middle School. Mr. Haldeman will become a category A1 support employee and will be compensated at \$15 per hour effective on or about June 17, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve a change of employment status for Amy A. Rice, fulltime, long-term substitute first grade teacher at Lampeter Elementary School during the 2018-2019 school year. Ms. Rice will continue as a fulltime, long-term substitute first grade teacher at Lampeter Elementary School for the duration of the 2019-2020 school year. Her daily compensation will be \$332.45 based upon Step 6, Level M, of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EARLY CHILDHOOD READING CAMP KINDERGARTEN TEACHER ASSISTANT

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve Lena E. Ritter as an Early Childhood Reading Camp Kindergarten teacher assistant at \$17 per hour effective from July 15 to July 25, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGES TO SUMMER EMPLOYEES

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve additions/deletions to summer custodial employees at the hourly compensation indicated, as follows:

Lampeter-Strasburg High School

Danielle C. Byers	\$10.50	Deletion
Mae E. Gunderson	\$ 9.50	Addition
Michael J. Kuhns	\$10.50	Deletion
Hunter A. Perozich	\$ 9.50	Addition

Rebecca A. Shelley	\$ 9.50	Addition
Zander G. Getchis	\$ 9.50	Addition

Substitute

Maddy S. Galarza-Rios	\$ 9.50	Addition
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A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTE

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve a 2018-2019 substitute, as follows:

Support Staff Substitute

Walton, Richard G.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mrs. Rhoades moved and Mrs. Spahn seconded the motion to approve 2018-2019 volunteers, as follows:

Daniel P. Brooks
Isabella G. DiCamillo
Shannon M. Sloss
Paul K. Hill

A voice vote was unanimous in favor of the motion.

APPROVAL OF RESOLUTION IMPLEMENTING HOMESTEAD AND FARMSTEAD EXCLUSION FOR THE 2019-2020 FISCAL YEAR

Mr. Kimmel moved and Mrs. Spahn seconded the motion to approve a resolution implementing the Homestead and Farmstead exclusion for the 2019-2020 fiscal year, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

ADOPTION OF BUDGET AND APPROVAL OF TAXES

Mr. Kimmel moved and Mr. Beiler seconded the motion to approve adoption as follows and as attached to these Minutes:

BE IT RESOLVED that the budget of the Lampeter-Strasburg School District as accepted at the Board Meeting of said district held on May 6, 2019, is the same as hereby adopted as the budget for the fiscal year beginning July 1, 2019.

BE IT RESOLVED that the Board of Lampeter-Strasburg School Directors hereby ratifies the action taken at previous meetings levying a wage tax of one (1%) percent with municipalities taking 50 percent of the one (1%) percent, and real estate transfer tax of one (1%) percent with municipalities taking 50 percent of the one (1%) percent.

BE IT RESOLVED that the Board of Lampeter-Strasburg School Directors hereby levies a tax on real estate property at the rate of 16.9269 mills at \$16.9269 for each \$1,000 of the total assessed valuation of property taxable for school purposes in the school district.

A voice vote was unanimous in favor of the motion.

ADOPTION OF RESOLUTION TO IMPLEMENT GASB 54 FUND BALANCES AS OF JUNE 30, 2019

Mrs. Spahn moved and Mr. Kimmel seconded the motion to approve a resolution implementing June 30, 2019, GASB 54 Fund Balances, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2019-2020 SUPPLY BIDS

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve 2019-2020 supply bids.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CONTRACT WITH PA-EDUCATOR.NET

Mrs. Rhoades moved and Mr. Beiler seconded the motion to approve a one-year renewal contract with PA-Educator.Net from July 1, 2019, to June 30, 2020, in the amount of \$2,137.50.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH LANCASTER-LEBANON IU13

Mrs. Spahn moved and Mr. Kimmel seconded the motion to approve a 2019-2020 special education contract with Lancaster-Lebanon IU13, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION CONTRACTS

Mrs. Pontz moved and Mr. Beiler seconded the motion to approve 2018-2019 extended school year (ESY) special education contracts, as follows:

- a. New Story 3 students \$375 daily each – expense
- b. Vista School 1 student \$7,535 annual – expense

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2019-2020 SPECIAL EDUCATION CONTRACTS

Mrs. Spahn moved and Mr. Beiler seconded the motion to approve 2019-2020 special education contracts, as follows:

- a. Valley Forge Educational Services 1 student \$64,625 annual – expense
- b. Vista School 1 student \$54,524 annual – expense

A voice vote was unanimous in favor of the motion.

RECOMMENDATION FOR APPROVAL OF CONTRACT WITH CENTRAL SUSQUEHANNA INTERMEDIATE UNIT (CSIU) TABLED

The recommendation to approve a renewal contract for financial software in the estimated annual amount of \$17,398 with CSIU was tabled to a future meeting.

APPROVAL OF VAN LEASE AND AUTHORIZATION FOR PRESIDENT OR VICE PRESIDENT TO REVIEW, APPROVE, AND EXECUTE ALL NECESSARY DOCUMENTS

Mr. Kimmel moved and Mrs. Spahn seconded the motion to approve a four-year lease agreement with BB&T Commercial Equipment Capital for the purchase of two school vans and authorization for President or Vice President to review, approve, and execute all necessary documents.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A CONTRACT RENEWAL FOR SCHOOLOGY LMS

Mrs. Pontz moved and Mrs. Rhoades seconded the motion to approve a five-year contract renewal from July 1, 2019, through June 30, 2024, in the amount of \$12,750 per year with Lancaster-Lebanon IU13 for the Schoology Learning Management System (LMS).

A voice vote was unanimous in favor of the motion.

APPROVAL OF PSBA VOTING DELEGATE

Mr. Beiler moved and Mrs. Pontz seconded the motion to approve Audra R. Spahn as the PSBA Voting Delegate from Lampeter-Strasburg School District at the Delegate Assembly, which will be held on Friday, October 18, 2019, in conjunction with the PSBA School Leadership Conference.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED POLICE MEMORANDUM OF UNDERSTANDING

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve an updated Memorandum of Understanding (MOU) with West Lampeter Township Police Department. The MOU will be identical to the currently executed MOU with West Lampeter Township Police Department.

A voice vote was unanimous in favor of the motion.

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

Mrs. Pontz moved and Mrs. Rhoades seconded the motion to approve updated policies (second reading) as part of PSBA policy review, as attached to these Minutes, with the exception except item ff - Policy 227.1, Drug Screening:

- a. Policy 200 Enrollment of Students
- b. Policy 201 Admission of Students
- c. Policy 202 Eligibility of Nonresident Students
- d. Policy 203 Immunization and Communicable Diseases
- e. Policy 203.1 HIV Infection
- f. Policy 204 Attendance
- g. Policy 205 Postgraduate Students
- h. Policy 206 Assignment Within District
- i. Policy 207 Confidential Communications of Students
- j. Policy 208 Withdrawal from School
- k. Policy 209 Health Examinations/Screenings
- l. Policy 209.1 Food Allergy Management
- m. Policy 210 Medications
- n. Policy 210.1 Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
- o. Policy 211 Student Accident Insurance
- p. Policy 212 Reporting Student Progress
- q. Policy 214 Class Rank
- r. Policy 215 Promotion and Retention
- s. Policy 216 Student Records
- t. Policy 217 Graduation
- u. Policy 218 Student Discipline
- v. Policy 218.1 Weapons
- w. Policy 218.2 Terroristic Threats
- x. Policy 219 Student Complaint Process
- y. Policy 220 Student Expression/Distribution of Materials
- z. Policy 221 Dress and Grooming
- aa. Policy 222 Tobacco
- bb. Policy 223 Use of Motor Vehicles
- cc. Policy 224 Care of School Property
- dd. Policy 226 Searches
- ee. Policy 227 Controlled Substance/Paraphernalia
- ff. Policy 227.1 Drug Screening
- gg. Policy 228 Student Government
- hh. Policy 229 Student Fundraising
- ii. Policy 230 Public Performances by Students
- jj. Policy 231 Social Events and Class Trips
- kk. Policy 232 Student Involvement in Decision-Making
- ll. Policy 233 Suspension and Expulsion
- mm. Policy 234 Pregnant/Parenting/Married Students
- nn. Policy 235 Student Rights and Responsibilities
- oo. Policy 235.1 Surveys
- pp. Policy 236 Student Assistance Program
- qq. Policy 237 Electronic Devices
- rr. Policy 239 Foreign Exchange Students
- ss. Policy 246 School Wellness
- tt. Policy 247 Hazing
- uu. Policy 248 Unlawful Harassment
- vv. Policy 249 Bullying/Cyberbullying
- ww. Policy 250 Student Recruitment
- xx. Policy 251 Homeless Students

A voice vote was unanimous in favor of the motion.

Mr. Kimmel moved and Mrs. Rhoades seconded the motion to approve item ff – Policy 227.1, Drug Screening, as attached to these Minutes:

The vote was 6:1:0 in favor of the motion. Mrs. Pontz opposed the motion.

OLD BUSINESS

Mrs. Herr commended the Lampeter-Strasburg High School administration and staff for a well-planned graduation.

NEW BUSINESS

Mrs. Pontz recommended that Board members attend the new teacher luncheon, if possible, as it is a wonderful opportunity to meet with the new teachers and their mentors.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:20 p.m. to plan, review or discuss matters related to school safety, the disclosure of which, if conducted in public, would be reasonably likely to impair the effectiveness of such measures; or create a reasonable likelihood of jeopardizing the safety or security of an individual or school, including a building, public utility, resource, infrastructure, facility or information storage system.

MEETING RECONVENED AND ADJOURNED

The meeting was reconvened and properly adjourned at 9:03 p.m.

Jeanne L. Hoffard
Secretary