

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
February 4, 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. Scott M. Arnst, 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, 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, Mr. Gregory J. Fantazzi, Dr. William M. Bray, Dr. Jeffrey T. Smecker; Administrative Assistant, Mrs. Jeanne L. Hoffard; Student Representatives, Mr. Pierson Castor, Miss Julia Smecker; News Reporter, Mr. David Griffith; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Beiler moved and Mr. Byrnes seconded the motion to approve the Minutes of the regularly scheduled meetings of January 7 and January 22, 2019.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mr. Raum and Mr. Beiler recognized December and January Martin Meylin Middle School Students of the Month and Pioneer Pride Students.

Dr. Feeney and Mr. Beiler recognized January Lampeter-Strasburg High School Students of the Month.

Dr. Godfrey shared a video regarding the District's STEM initiative.

Dr. Peart shared the following communications:

1. Bare, Faith N. – a letter of resignation.
2. Beiler, Kristen J. – a letter of resignation for purpose of change of status.
3. Glenn, Janet E. – a letter of resignation.
4. Petersheim, Tonya S. – a letter requesting a leave of absence.
5. Thiboldeaux, Kaelin J. – a letter requesting a leave of absence.
6. Thomas, Shari L. – 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 Mrs. Spahn 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 \$1,608,760.43 (with the exception of check 111786), Cafeteria Fund checks in the amount of \$42,283.94, High School Athletic Fund checks in the amount of \$1,972.50, Athletic Account Officials in the amount of \$6,116.55, and Capital Reserve Fund checks in the amount of \$157,246.10.

A voice vote was unanimous in favor of the motion.

Mrs. Rhoades moved and Mr. Byrnes seconded the motion to approve General Fund check 111786.

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 January 14, 2019, and heard a presentation by Mrs. Staub and Mrs. Heidi Paulinellie about college and career planning and programs. Dr. Godfrey provided an overview of proposed changes to graduation policies and reviewed the Lancaster-Lebanon Virtual Solutions contract, as well as provided an update on technology integration. Parents in attendance at the meeting sought information regarding sections and scheduling at Martin Meylin Middle School.

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

Mr. Beiler reported that the Committee met on January 22, 2019. Mr. Davis provided a report on lead testing results, which were negative. An athletic field update was provided and indicated that a few punch list items remain to be completed. The Committee approved moving forward with bleacher wraps. The boiler replacement projects are completed at Lampeter-Strasburg High School and Martin Meylin Middle School. The rooftop chiller project at Lampeter-Strasburg High School is progressing. The Feasibility Committee has continued work on the study with progress being seen.

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

No report.

FINANCE COMMITTEE – Mr. Scott J. Kimmel, Chairperson

Mr. Kimmel reported that a Finance Committee meeting has been scheduled for February 25, 2019, at 6:30 p.m. in the Administration Building Board Room.

PERSONNEL COMMITTEE – Mr. Scott M. Arnst, Chairperson

Mr. Arnst reported that the Committee met this evening and recommended all personnel agenda items and add-on items for approval.

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

Dr. Godfrey reported reading assistants and parents conferenced at mid-year. A Title I parent night focusing on mathematics will be held on February 12, 2019.

LANCASTER-LEBANON INTERMEDIATE UNIT 13 – Mrs. Melissa S. Herr, Representative

Mrs. Herr reminded the Board about the IU13 Legislative Breakfast scheduled for March 11, 2019. Mrs. Hoffard will make reservations for any Board member interested in attending.

STUDENT REPRESENTATIVES - Mr. Pierson Castor, Ms. Julia Smecker

Ms. Smecker reported that Lampeter Elementary School students celebrated the 100th day of school with various 100 day projects, the Super Bowl by wearing team jerseys, and enjoyed a PTO-sponsored roller skating party. At Hans Herr Elementary School, the school-wide positive behavior program is in full swing. January was a great month for positive behavior, the best month so far! At Martin Meylin Middle School, students began the second semester by switching family consumer science and technology education classes. Winter sports are winding down, and the spelling bee was held. The annual Valentine's Day dance is upcoming.

Mr. Castor reported that Lampeter-Strasburg High School students completed Keystone exams and final exams in January. Winter sports teams were very successful. FFA won various awards at the Farm Show. The Varsity Club winter dance will be held in February, as well as a faculty basketball game. A presentation will be made to faculty and students on mental health.

APPROVAL OF RESIGNATIONS

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

- a. Faith N. Bare, receptionist, Martin Meylin Middle School, retroactively effective on January 25, 2019.
- b. Janet E. Glenn, van driver, Lampeter-Strasburg School District, and cafeteria assistant, Hans Herr Elementary School, retroactively effective to January 28, 2019.
- c. Shari L. Thomas, personal care assistant, Martin Meylin Middle School, retroactively effective on January 23, 2019.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve the employment of a professional employee, David P. Wuestner, as an extended substitute mathematics teacher at Lampeter-Strasburg High School. His daily compensation would be \$246.86 based upon Step 1, Level B, of the District compensation agreement effective on February 19, 2019, to on or about May 14, 2019.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF EMPLOYMENT - SUPPORT

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

- a. Tess M. Miller, as a Title I reading assistant at Lampeter Elementary School. Ms. Miller will become a category E support employee and will be compensated at \$14 per hour retroactively effective on January 29, 2019.
- b. Ralph D. Reedy, as a part-time custodian at Hans Herr Elementary School. Mr. Reedy will become a category D support employee and will be compensated at \$10.85 per hour retroactively effective on January 14, 2019.
- c. Aurora Commero, as a special education teacher assistant at Lampeter Elementary School. Ms. Commero will become a category C support employee and will be compensated at \$10.50 per hour effective on or about February 4, 2019.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF CHANGE OF STATUS

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

- a. Kristen J. Beiler, swimming assistant, Lampeter Elementary School. Ms. Beiler has resigned from her position as swimming assistant at Lampeter Elementary School retroactively effective on January 21, 2019, and has accepted a position as a special education assistant at Lampeter Elementary School retroactively effective on January 22, 2019. Ms. Beiler will become a category C support employee and will be compensated at \$10.79 per hour.
- b. Amie M. Fink, Title I reading assistant, Martin Meylin Middle School. Ms. Fink has accepted an increase in annual hours for the 2018-2019 school year only from 749 to 870. She will become a category D support employee retroactively effective to the beginning of the school year and will continue to be compensated at \$16.41 per hour.
- c. Michelle R. Jennings, personal care assistant, Martin Meylin Middle School. Ms. Jennings has accepted an increase in annual hours from 1,035 to 1,267. She will become a category C support employee effective February 4, 2019. Her hour rate of compensation will continue to be \$15.31.
- d. Ann V. Kramer, Title 1 reading assistant, Martin Meylin Middle School. Ms. Kramer has accepted an increase in annual hours for the 2018-2019 school year only from 749 to 870. She will become a category D support employee retroactively effective to the beginning of the school year and will continue to be compensated at \$18.11 per hour.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF LEAVES OF ABSENCE

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve leaves of absence for the following individuals:

- a. Tonya S. Petersheim, personal care assistant, Martin Meylin Middle School, retroactively effective from January 13, 2019, to February 10, 2019.
- b. Kaelin J. Thiboldeaux, SACC assistant group supervisor, Lampeter Elementary School, retroactively effective from January 21, 2019 to May 10, 2019.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUPPLEMENTAL CONTRACTS

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve changes to 2018-2019 supplemental contracts for the following individuals:

a. Edward Burton	Basketball – Boys – 2nd Assistant – 60%	\$3,126.78	Addition
b. Chelsea Edwards	Softball – Assistant – 50%	\$2,515.80	Addition
c. Kathleen Heil	Track – JH – Assistant – 60%	\$3,234.60	Addition
d. Marshall Krebs	Lacrosse – Girls – 1st Assistant – 70%	\$3,840.19	Addition

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve 2018-2019 substitutes in their respective capacities, as follows:

Emergency Certified Substitutes

Greenawalt, Kimberly A.	All Subject Areas
Knight, Stacy L.	All Subject Areas
Moyer, A. Jane	Secondary Only
Palmer, David W.	All Subject Areas
Saadeh, William R.	All Subject Areas

Support Substitute

Blakesley, Christopher S.  
Robinson, Lois

A voice vote was unanimous in favor of the motion.

APPROVAL OF EVENT WORKER

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve Travis A. Dombach as a 2018-2019 event worker.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mr. Arnst moved and Mr. Byrnes seconded the motion to approve the following individuals as 2018-2019 volunteers:

Ammon, Elizabeth A.  
Baker, Erick R.  
Fahenstock, Ryan S.  
Ferretti, Nicholas E.  
Harnish, Jodene L.  
McCulley-Renninger, Bridget J.  
Reinacher, Christopher B.  
Stuart, Sarah E.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LANCASTER-LEBANON VIRTUAL SOLUTIONS AGREEMENT WITH LANCASTER-LEBANON IU13

Mr. Beiler moved and Mrs. Pontz seconded the motion to approve an agreement to participate in the Lancaster-Lebanon Virtual Solutions (LLVS) between the Lancaster-Lebanon Intermediate Unit 13 and Lampeter-Strasburg School District through a three-year contract.

A voice vote was unanimous in favor of the motion.

APPROVAL OF POLICIES (FIRST READING)

Mr. Byrnes moved and Mrs. Pontz seconded the motion to approve policies (first reading), as follows:

- a. Policy 5127            Graduation Requirements

- b. Policy 5127.1 Lampeter-Strasburg High School Graduation Requirements via IU13 Lancaster-Lebanon Virtual Solutions

A voice vote was unanimous in favor of the motion.

#### MUNICIPAL ADVISOR AGREEMENT TABLED

The recommendation to approve a Municipal Advisor Agreement with Calhoun Baker, Inc., to continue services required for the PlanCon reimbursement related to the 2002 bond series was tabled.

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

Mrs. Pontz moved and Mr. Byrnes seconded the motion to approve updated policies (second reading) with minor revisions as part of the PSBA policy review, as attached to these Minutes:

- a. Policy 100 Comprehensive Planning
- b. Policy 101 Mission Statement/Vision Statement
- c. Policy 102 Academic Standards
- d. Policy 103 Nondiscrimination/Discriminatory Harassment – School and Classroom
- e. Policy 103.1 Nondiscrimination – Qualified Students With Disabilities
- f. Policy 104 Nondiscrimination/Discriminatory Harassment – Employment Practices
- g. Policy 105 Curriculum
- h. Policy 105.1 Review of Instructional Materials by Parents/Guardians and Students
- i. Policy 105.2 Exemption From Instruction
- j. Policy 106 Guides for Planned Instruction
- k. Policy 107 Adoption of Planned Instruction
- l. Policy 108 Adoption of Textbooks
- m. Policy 109 Resource Materials
- n. Policy 110 Instructional Supplies
- o. Policy 111 Lesson Plans
- p. Policy 112 Guidance Counseling
- q. Policy 113 Special Education
- r. Policy 113.1 Discipline of Students With Disabilities
- s. Policy 113.2 Behavior Support
- t. Policy 113.3 Screening and Evaluations for Students With Disabilities
- u. Policy 113.4 Confidentiality of Special Education Student Information
- v. Policy 114 Gifted Education
- w. Policy 115 Career and Technical Education
- x. Policy 116 Tutoring
- y. Policy 117 Homebound Instruction
- z. Policy 118 Independent Study
- aa. Policy 119 Current Events
- bb. Policy 121 Field Trips
- cc. Policy 122 Extracurricular Activities
- dd. Policy 123 Interscholastic Athletics
- ee. Policy 123.1 Concussion Management
- ff. Policy 123.2 Sudden Cardiac Arrest
- gg. Policy 123.3 Student Activity Fee
- hh. Policy 124 Alternative Instruction
- ii. Policy 125 Adult Education
- jj. Policy 126 Class Size
- kk. Policy 127 Assessment System
- ll. Policy 130 Homework
- mm. Policy 137 Home Education Programs
- nn. Policy 137.1 Extracurricular Participation by Home Education Students
- oo. Policy 138 Language Instruction Educational Program for English Learners
- pp. Policy 140 Charter Schools
- qq. Policy 140.1 Extracurricular Participation by Charter/Cyber Charter Students
- rr. Policy 142 Migrant Students
- ss. Policy 143 Standards for Persistently Dangerous Schools
- tt. Policy 144 Standards for Victims of Violent Crimes
- uu. Policy 146 Student Services

A voice vote was unanimous in favor of the motion.

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

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve updated policies (first reading) as part of the PSBA policy review:

- a. Policy 000 Board Policy/Procedures/Administrative Regulations
- b. Policy 001 Name and Classification
- c. Policy 002 Authority and Powers
- d. Policy 003 Functions
- e. Policy 004 Membership
- f. Policy 005 Organization
- g. Policy 006 Meetings
- h. Policy 006.1 Attendance at Meetings via Electronic Communications
- i. Policy 007 Policy Manual Access
- j. Policy 011 Board Governance Standards/Code of Conduct

A voice vote was unanimous in favor of the motion.

REAPPROVAL OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Mr. Beiler moved and Mrs. Spahn seconded the motion to reapprove the PSBA Principles for Governance and Leadership.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mrs. Herr announced that there would be no attendance this year at the NSBA Conference.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:20 p.m. for discussion of 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 was reconvened and properly adjourned at 9:35 p.m.

Jeanne L. Hoffard  
Secretary