

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
June 11, 2018

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. Michele B. Westphal; Athletic Director, Ms. Branden M. Lippy; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Jeanne L. Hoffard; News Reporter, Mr. David Griffith; 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 May 7 and May 21, 2018.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Westphal and Mrs Pontz recognized Lampeter-Strasburg High School May Students of the Month.

Dr. Peart shared the following communications:

1. Capoferri, Stephen and Wendy – a letter requesting approval of a tuition student.
2. Colucci, Elizabeth A. – a letter of resignation.
3. Franklin, Kevin J. – a letter of resignation from a supplemental position.
4. Lantz, Jonas F. – a letter of resignation.
5. Morris, Alicia K. – a letter of resignation.
6. Norcross, Gloria K. – a letter of resignation from a supplemental position.
7. Weaver, Barbara E. – a letter of resignation.
8. Williams, Kasey E. – a letter of resignation from a supplemental position.

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. Byrnes 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 \$5,121,204.59 (with the exception of check 110350), Cafeteria Fund checks in the amount of \$62,967.34, High School Athletic Fund checks in the amount of \$8,819.67, Athletic Account Officials in the amount of \$2,010.85, and Capital Reserve Fund checks in the amount of \$643,929.77.

A voice vote was unanimous in favor of the motion.

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve General Fund check 110350.

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 14, 2018, and recommends a textbook for approval on tonight's agenda. Mrs. Abby Pestcoe and Mrs. Angela Kunkle spoke to the Committee on English as a Second Language (ESL) programs and shared techniques for students learning English. In addition, technology updates were shared.

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

Mr. Beiler reported that the Committee met this evening and received updates on campus improvement projects, including athletic fields and boiler replacement projects. A first draft of an RFP for evaluating buildings and planning for the future of the campus was shared.

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 did not meet this evening, however, all of tonight's personnel agenda items and add-ons had been shared with the Committee and were recommended for approval.

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

Dr. Godfrey reported that end-of-year celebrations with Title I parents had occurred. Students will receive servicing in July at the YMCA, and a two-week program was planned for students at Lampeter Elementary School for reading. The District awaits funding from the state for the new school year.

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

Mr. Beiler reported that he had attended graduation at Lancaster County Academy on June 9, 2018. A total of 18 students graduated, including two Lampeter-Strasburg School District students. The program provides an excellent opportunity for students and will be relocating from Park City to the Harrisburg Area Community College.

APPROVAL OF RESIGNATIONS

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

- a. Elizabeth A. Colucci, special education assistant, Martin Meylin Middle School, retroactively effective to June 4, 2018.
- b. Jonas F. Lantz, part-time custodian, Lampeter-Strasburg High School, retroactively effective to June 4, 2018.
- c. Alicia K. Morris, kitchen helper, Lampeter-Strasburg High School, retroactively effective to April 27, 2018.
- d. Barbara E. Weaver, special education assistant, Lampeter-Strasburg High School, retroactively effective to May 16, 2018.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve the employment of professional employees, as follows:

- a. Corine J. Mendenhall, a temporary professional employee assigned as a chemistry teacher. Her annual compensation will be \$46,410 based upon Step 1, Level B, of the District compensation agreement. Ms. Mendenhall will be assigned to Lampeter-Strasburg High School effective August 8, 2018.
- b. Clarissa M. Perez, a temporary professional employee assigned as an emotional support teacher. Her annual compensation will be \$46,410 based upon Step 1, Level B, of the District compensation agreement. Ms. Perez will be assigned to Lampeter Elementary School effective August 8, 2018.

- c. Joshua O. Riehl, a temporary professional employee assigned as a social studies teacher. His annual compensation will be \$48,085 based upon Step 2, Level B, of the District compensation agreement. Mr. Riehl will be assigned to Lampeter-Strasburg High School effective August 8, 2018.
- d. Andrea L. Baker, a temporary professional employee assigned as a half-time (50%) speech-language pathologist. Her annual compensation will be \$27,648.50 based upon 50% Step 3, Level M, of the District compensation agreement. Ms. Baker will be assigned to Hans Herr and Lampeter Elementary Schools, effective August 8, 2018.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

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

- a. Maddy S. Galarza-Rios, cafeteria assistant, Lampeter Elementary School. Ms. Galarza-Rios will become a category E support employee and will be compensated at \$9.80 per hour effective at the beginning of the 2018-2019 school year.
- b. Cara E. Shaw, building secretary, Hans Herr Elementary School. Ms. Shaw will become a category B support employee and will be compensated at \$12.50 per hour effective at the beginning of the 2018-2019 school year.
- c. Mary E. Williams, building secretary, Lampeter Elementary School. Ms. Williams will become a category B support employee and will be compensated at \$12.50 per hour effective at the beginning of the 2018-2019 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve a change of employment status for the following individuals:

- a. Jessica M. Bledsoe, long-term substitute third grade teacher, Hans Herr Elementary School. Ms. Bledsoe will become a temporary professional employee assigned as a third grade teacher. Her annual compensation will be \$49,761 based upon Step 3, Level B, of the District compensation agreement. She will be assigned to Hans Herr Elementary School on August 17, 2018
- b. Patricia C. Creighton, part-time (65%) music teacher, Lampeter Elementary School. Ms. Creighton will become a part-time (68%) music teacher at Lampeter Elementary School effective at the beginning of the 2018-2019 school year. Her annual compensation will be \$39,534 based upon (68%) Step 8, Level B, of the District compensation agreement.
- c. Amy S. Deardorff, kindergarten teacher, Lampeter Elementary School. Ms. Deardorff will become a second grade teacher at Lampeter Elementary School effective at the beginning of the 2018-2019 school year. Her annual compensation will remain \$70,959 based upon Step 14, Level B24, of the District compensation agreement.
- d. Johanna L. Jurisson, long-term substitute Spanish teacher, Lampeter-Strasburg High School. Ms. Jurisson will extend her long-term substitute position as a Spanish teacher at Lampeter-Strasburg High School through the end of the first semester of the 2018-2019 school year. Her daily compensation will be \$246.86 based upon Step 1, Level B, of the District compensation agreement.
- e. Kimberly S. Kann, part-time (60%) technology education teacher, Martin Meylin Middle School. Ms. Kann will become a fulltime (100%) technology education teacher at Lampeter-Strasburg High School through the assignment of a 40% long-term substitute agreement effective July 1, 2018, through the end of the 2018-2019 school year. Her daily compensation for the 40% long-term substitute agreement for the 2018-2019 school year will be \$154.54 based upon Step 15, Level B24, of the District compensation agreement.
- f. Amanda R. Kinert, extended substitute reading assistant, Hans Herr Elementary School. Ms. Kinert will become a category E support staff employee assigned as a reading assistant at Hans Herr Elementary School. She will be compensated at \$14.79 per hour effective at the beginning of the 2018-2019 school year.

- g. Amy A. Rice, reading assistant, Lampeter Elementary School. Ms. Rice will become a fulltime, long-term substitute first grade teacher at Lampeter Elementary School for the duration of the 2018-2019 school year. Her daily compensation will be \$311.96 based upon Step 5, Level M, of the District compensation agreement.
- h. Mary K. Schaub, long-term substitute first grade teacher, Lampeter Elementary School. Ms. Schaub will extend her long-term substitute position as a first grade teacher at Lampeter Elementary School for the duration of the 2018-2019 school year. Her daily compensation will be \$303.04 based upon Step 4, Level M, of the District compensation agreement.
- i. Benjamin T. Tuten, mathematics assistant, Lampeter Elementary School. Mr. Tuten will become a fulltime, long-term substitute second grade teacher at Lampeter Elementary School for the duration of the 2018-2019 school year. His daily compensation will be \$303.04 based upon Step 4, Level M, of the District compensation agreement.
- j. Tracy L. White, part-time (50%), long-term substitute kindergarten teacher, Lampeter Elementary School. Ms. White will become a fulltime (100%), long-term substitute kindergarten teacher at Lampeter Elementary School for the duration of the 2018-2019 school year. Her daily compensation will be \$311.96 based upon Step 5, Level M, of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION SERVICES

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve extended school year (ESY) services for students with IEPs to be provided by the following special education teacher assistants from June 18, 2018, to July 26, 2018, at the hourly compensation and elementary school indicated:

- | | | |
|----------------------|--------------------------------------|---|
| a. Rebecca S. Lapp | TBA (2018-2019) | Hans Herr Elementary School |
| b. Allysa M. Tantala | \$10.80 (2017-2018); TBA (2018-2019) | Hans Herr Elementary School/
Martin Meylin Middle School |

A voice vote was unanimous in favor of the motion.

APPROVAL OF TITLE 1 SUMMER READING CAMP INSTRUCTORS

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve Title 1 Summer Reading Camp instructors at \$25 per hour from July 9 to 26, 2018, as follows:

- a. Charles, Alison O.
- b. Flury, Ashli A.
- c. McNaul, Lisa A.
- d. Moyer, Nancy J. - Substitute
- e. Pieters, Michelle L.
- f. Rice, Amy A.
- g. Rutledge, Andrea E.
- h. Seace, Susan L.
- i. Tuten, Benjamin T. - Substitute
- j. Winters, Patricia A.
- k. Young, Linda A., Ed.D.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUPPLEMENTAL CONTRACT

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve a 2017-2018 supplemental contract to Megan Moffa - Special Education - 50% - Second Semester - \$690.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUMMER EMPLOYEES

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve summer employees at the hourly compensation indicated:

- | | | |
|---------------------------------------|---------|--------------------------|
| <u>Lampeter-Strasburg High School</u> | | |
| Pamela J. Stem | \$10.00 | Replacing Jonas F. Lantz |

Martin Meylin Middle School
Kimberly A. Hake \$ 9.50 Replacing Luke J. Raum

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve 2017-2018 substitutes, as follows:

Support
Brands, John E.
Galarza-Rios, Maddy S.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mr. Beiler moved and Mrs. Rhoades seconded the motion to approve the following individuals as 2017-2018 volunteers:

Estevez, Ramon I.
Kurtz, Karlee E.
MacFeat, Scott L.
Galarza-Rios, Maddy S.
Shaw, Cara E.

A voice vote was unanimous in favor of the motion.

APPROVAL OF RESOLUTION TO ESTABLISH A REVENUE NEUTRAL PRELIMINARY REAL ESTATE TAX RATE FOR THE 2018-2019 FISCAL YEAR

Mr. Kimmel moved and Mr. Beiler seconded the motion to approve a resolution establishing a revenue neutral preliminary real estate tax rate for the 2018-2019 fiscal year, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF RESOLUTION IMPLEMENTING HOMESTEAD AND FARMSTEAD EXCLUSION FOR THE 2018-2019 FISCAL YEAR

Mr. Byrnes moved and Mr Knarr seconded the motion to approve a resolution implementing the Homestead and Farmstead exclusion for the 2018-2019 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 the 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 7, 2018, is the same as hereby adopted as the budget for the fiscal year beginning July 1, 2018.

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 16.6440 mills at \$16.6440 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, 2018

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve a resolution implementing June 30, 2018, GASB 54 Fund Balances, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2018-2019 SUPPLY BIDS

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve 2018-2019 supply bids.

A voice vote was unanimous in favor of the motion.

APPROVAL TO AWARD BID FOR BRASS INSTRUMENTS

Mrs. Rhoades moved and Mr. Byrnes seconded the motion to approve the brass instrument bid to Music and Arts in the amount of \$35,633.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH VALLEY FORGE EDUCATIONAL SERVICES

Mr. Beiler moved and Mr. Byrnes seconded the motion to approve a special education contract with Valley Forge Educational Services.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH LANCASTER-LEBANON IU13

Mr. Kimmel moved and Mr. Knarr seconded the motion to approve a special education contract with Lancaster-Lebanon IU13.

A voice vote was 6:0:1 in favor of the motion. Mrs. Pontz abstained from the vote.

APPROVAL OF LEASE WITH BB&T

Mrs. Rhoades moved and Mr. Byrnes seconded the motion to approve a lease with BB&T Bank in the amount of \$46,210 for a 2018 Ford Transit Handicap Van.

A voice vote was unanimous in favor of the motion.

PRESENTATION OF ON-TARGET HEALTH RETURN ON INVESTMENT

Mr. Stoltzfus presented a report prepared by On-Target Health based upon outcomes as of May, 2018.

APPROVAL OF TEXTBOOK

Mr. Beiler moved and Mrs. Pontz seconded the motion to approve a Lampeter-Strasburg High School textbook: *Subject and Strategies: A Writer's Reader*, 14th Ed. (2017), HACC English.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TUITION STUDENT

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve Sarah C. Capoferri, grade 12, daughter of Stephen and Wendy Capoferri, residing in Manheim Township School District, as a tuition student for the 2018-2019 school year.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mrs. Herr expressed appreciation to Board members for their attendance and participation at the 2018 Lampeter-Strasburg High School Commencement.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT

The meeting was adjourned at 8:10 p.m.

Jeanne L. Hoffard
Secretary