

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
November 6, 2017

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. Jeffrey A. Mills, Mrs. Patricia M. Pontz, Mrs. Audra R. Spahn; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Terry L. Sweigart; Assistant Business Manager, Mrs. Kathleen Boyce; Administrators, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Dr. Michele B. Westphal, Mr. Jamie P. Raum, Dr. William M. Bray; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Jeanne L. Hoffard; Student Representative, Mr. Dylan Grau; News Reporter, Mr. David Griffith; and visitors.

ABSENT: Board Members, Mr. Scott M. Arnst, Mr. Scott J. Kimmel.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

ANNOUNCEMENT OF BOARD MEETING

Mrs. Herr announced that the Board of School Directors met on October 23, 2017, for the purpose of receiving information and interviewing candidates for the Board seat vacated by Dr. Doreen L. Packer. There was no Board discussion at that time.

MINUTES

Mr. Mills moved and Mr. Beiler seconded the motion to approve the Minutes of the regularly scheduled meetings of October 2 and October 16, 2017.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mr. Raum and Mrs. Herr recognized October Students of the Month and Pioneer Pride student from Martin Meylin Middle School.

Dr. Feeney and Mrs. Herr recognized October Students of the Month from Lampeter-Strasburg High School.

Dr. Peart announced that Ms. Branden Lippy was selected as the Lancaster-Lebanon Athletic Director of the Year.

Dr. Peart shared the following communications:

1. Knarr, Dustin D. – a letter of resignation from a supplemental position.
2. Schreckengost, Gary H. – a letter requesting a leave of absence.
3. Schreckengost, Gary H. – a letter of resignation.
4. Sidorov, Abbey E. – a letter requesting a leave of absence.
5. Snyder, Brittany N. – a letter requesting a leave of absence.
6. Stoltzfus, Steven D. – a letter of resignation from a supplemental position.
7. Zimmerman, Jennifer L. – a letter indicating a request for a change of employment status.
8. Zimmerman, John R., President, New Holland Band – a letter of appreciation for use of the Performing Arts Center for a performance of the United States Marine Band.

TREASURER'S REPORT – Mr. Terry L. Sweigart

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

Thereafter, Mrs. Pontz 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 \$2,301,692.68 (with the exception of check 109254), Cafeteria Fund checks in the amount of \$55,094.68, High School Athletic Fund checks in the amount of

\$2,997.76, Athletic Account Officials in the amount of \$12,079.82, and Capital Reserve Fund checks in the amount of \$54,501.21. Budget transfers were approved for the 2016-2017 budget.

A voice vote was unanimous in favor of the motion.

Mr. Byrnes moved and Mr. Beiler seconded the motion to approve General Fund check 109254.

A voice vote was 5:0:1 in favor of the motion. Mrs. Pontz abstained from the vote.

ACADEMIC COMMITTEE – Mrs. Patricia M. Pontz, Chairperson

No report.

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

Mr. Beiler reported that the Committee met on October 16, 2017, and discussed the Conestoga Copier lease agreement proposal, requested use of the Performing Arts Center by Grace Community Church, and a proposed change order for installation of underground conduit for a fiber optic line. The Committee received a comprehensive update on the overall stadium project, as well as the chiller replacement project at Hans Herr Elementary School. Additional discussion centered on the facility master plan and how to proceed with the master plan relative to our buildings. The potential formation of a steering committee was discussed.

BOARD OF REVIEW COMMITTEE – Mr. Jeffrey A. Mills, Chairperson

No report.

FINANCE COMMITTEE – Mr. Scott J. Kimmel, Chairperson

Mr. Sweigart indicated the need to schedule a Finance Committee meeting to discuss the 2018-2019 budget. The Board agreed to meet on Monday, December 11, 2017, at 6:00 p.m. in the Administration Building Board Room.

PERSONNEL COMMITTEE – Mr. Scott M. Arnst, Chairperson

Mr. Byrnes reported that the committee met this evening and recommended all agenda items and add-on items for approval by the Board. The Personnel Committee will not meet prior to the December 4, 2017, reorganization meeting, but will review all personnel agenda items individually prior to the meeting.

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

Dr. Godfrey reported that parent meetings had been held and that all programs are running successfully.

STUDENT REPRESENTATIVES - Mr. Dylan Grau, Mr. Pierson Castor

Mr. Grau reported the parent-teacher conferences have been held at Lampeter Elementary School, as well as pumpkin math. At Martin Meylin Middle School, students and staff are looking forward to the fall Book Fair and the play. Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School students raised \$3,500 for hurricane relief. At Lampeter-Strasburg High School, many activities have taken place including Homecoming. Some students traveled to Indianapolis, Indiana, for the National FFA Convention. A district-wide strings concert was held, and everyone enjoyed the Strasburg Halloween Parade.

APPROVAL OF RESIGNATION

Mr. Byrnes moved and Mr. Mills seconded the motion to approve a resignation from Gary H. Schreckengost, social studies teacher, Martin Meylin Middle School, effective on June 4, 2018, or the last scheduled teacher day of the 2017-2018 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Byrnes moved and Mr. Mills seconded the motion to approve the employment of Danielle M. Gaffney, as a long-term substitute employee assigned as a social studies teacher. Her daily compensation would be \$242.31 based upon Step 1, Level B, of the District compensation agreement, retroactively effective from November 2, 2017, through the end of the 2017-2018 school year. She will be assigned to Martin Meylin Middle School.

A voice vote was unanimous in favor of the motion.

### APPROVAL OF EMPLOYMENT – SUPPORT

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

- a. Christina M. Alagona, 1:1 personal care assistant, Lampeter-Strasburg High School. Ms. Alagona will be employed as a category C support employee and will be compensated at \$11.59 per hour retroactively effective to October 31, 2017.
- b. Kristen J. Beiler, swimming assistant, Lampeter Elementary School. Ms. Beiler will be employed as a category E support employee and will be compensated at \$12.50 per hour retroactively effective to October 13, 2017.
- c. Rachel Z. Jurman, building secretary, Lampeter Elementary School. Ms. Jurman will be employed as a category B support employee and will be compensated at \$11.75 per hour retroactively effective to October 30, 2017.
- d. Jonas F. Lantz, part-time custodian, Lampeter-Strasburg High School. Mr. Lantz will be employed as a category E support employee and will be compensated at \$10.85 per hour retroactively effective to October 24, 2017.
- e. Benjamin T. Tuten, mathematics assistant, Hans Herr Elementary School. Mr. Tuten will be employed as a category E support employee and will be compensated at \$14 per hour retroactively effective to October 10, 2017.

A voice vote was unanimous in favor of the motion.

### APPROVAL OF CHANGE OF STATUS

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

- a. Rebecca R. Lefever, cook manager, Lampeter-Strasburg High School. Ms. Lefever will become a special education teacher assistant at Martin Meylin Middle School, retroactively effective to October 18, 2017. She will remain a category C support employee and will be compensated at \$12 per hour in her new position.
- b. Pamela K. Rice, assistant cook manager, Lampeter-Strasburg High School. Ms. Rice will temporarily become the acting cook manager at Lampeter-Strasburg High School, retroactively effective to October 18, 2017, until this position is permanently filled. She will remain a category C support employee, and will be compensated at \$18.50 in this temporary position.
- c. Jennifer L. Zimmerman, cafeteria assistant, Lampeter Elementary School. Ms. Zimmerman will become a kitchen helper at Martin Meylin Middle School, retroactively effective to October 30, 2017. She will remain a category E support employee and will be compensated at \$9.63 per hour.

A voice vote was unanimous in favor of the motion.

### APPROVAL OF LEAVES OF ABSENCE

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

- a. Gary H. Schreckengost, social studies teacher, Martin Meylin Middle School, retroactively effective from September 28, 2017, through the end of the 2017-2018 school year.
- b. Abbey E. Sidorov, learning support teacher, Lampeter Elementary School, from on or about March 22, 2018, through the end of the 2017-2018 school year.
- c. Brittany N. Snyder, first grade teacher, Lampeter Elementary School, from on or about March 28, 2018, to the end of the 2018-2019 school year.

A voice vote was unanimous in favor of the motion.

### APPROVAL OF SUPPLEMENTAL CONTRACTS

Mr. Byrnes moved and Mr. Mills seconded the motion to approve deletions to supplemental contracts, as follows:

- |                      |  |            |          |
|----------------------|--|------------|----------|
| a. Dustin Knarr      | Lacrosse – Boys – 1st Assistant – 50% of 70% | \$1,425.62 | Deletion |
| b. Steven Stoltzfus  | Bowling – Varsity                            | \$2,276.20 | Deletion |
| c. Steven Tomaszfski | Lacrosse – Boys – Varsity                    | \$4,073/20 | Addition |

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

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

Certified

Capoferri, Sarah W.	Elementary (K-6), Reading Specialist (PK-12)
DiNunzio, Deborah A.	Elementary (K-6)
Neef, Angela J.	Early Childhood (PK-4), Special Education (PK-8) – Millersville Student
Tuten, Benjamin T.	Grades 4-8 (All Subjects 4-6; Mathematics 7-8)
Patterson, Dalton W.	Physics (7-12)

Emergency Certified

Giannini, Nayda C.	All Instructional Areas
Gilani, Syeda A.	All Instructional Areas
Machotka-Hafey, Dara L.	All Instructional Areas
Troiano, Jennifer R.	All Instructional Areas

Support

Beiler, Kristen J.	
Colucci, Elizabeth D.	
Heil, Kathleen G.	Nurse, Nurse Assistant
Rimert, Jennifer M.	Nurse, Nurse Assistant

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mr. Byrnes moved and Mr. Mills seconded the motion to approve volunteers, as follows:

Boyd, Judith A.	(2018-2019)
Gallagher, Jeffrey A.	(2018-2019)
Glass, Kristen L.	(2018-2019)
Harnish, Anne K.	(2018-2019)
Kann, Kimberly S.	(2018-2019)
Landis, Jeffrey D.	(2018-2019)
Lewis, Gregory C.	
McCrabb, Jennifer L.	(2018-2019)

A voice vote was unanimous in favor of the motion.

ACCEPTANCE OF 2016-2017 FINANCIAL STATEMENTS AND AUDIT

Mr. Byrnes moved and Mr. Mills seconded the motion to approve the acceptance of the 2016-2017 financial statements and audit as presented by BBD, LLC, at the October 16, 2017, Board Workshop meeting.

A voice vote was unanimous in favor of the motion.

APPROVAL TO EXECUTE CONESTOGA COPIER LEASE AGREEMENT

Mr. Beiler moved and Mr. Mills seconded the motion to approve the authorization for the Business Manager to execute the lease documents with Conestoga Copiers for the installation of Xerox copiers based upon legal review of all documents by the District solicitor.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE ORDERS FOR THE ATHLETIC FIELDS PROJECT

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve a change order to McCarty and Son for installation of fiber optic conduit in the amount of \$34,564.89.

A voice vote was unanimous in favor of the motion.

Mr. Beiler moved and Mr. Byrnes seconded the motion to approve a change order endorsed by the Building and Grounds Committee not to exceed \$25,000 to ECI Construction for the removal of excess soil. This finalized change order will be ratified by the full Board at the November 20, 2017, Board workshop meeting.

A voice vote as unanimous in favor of the motion.

#### APPROVAL OF THE 2017-2018 LOCAL OCCUPATIONAL ADVISORY COMMITTEE

Mr. Byrnes moved and Mills seconded the motion to approve the 2017-2018 Local Occupational Advisory Committee members, as follows:

- a. Jeremy Brian – FFA Past President and Former Student
- b. Andrew Godfrey, Ed.D. – Assistant Superintendent
- c. Dana Good – Farmer
- d. Barry Harnish – Farmer
- e. Megan Mellinger – Senior Student Representative
- f. Adam Leaman – Farmer
- g. Anita Martin – Business Person
- h. Holly Oberholtzer – Agriculture Education Instructor
- i. Patricia Pontz – School Board Member
- j. Kathryn McMichael – Agriculture Education Instructor
- k. Donald Welk, Jr. – Parent and Former Student
- l. Bob Sangrey – Agriculture Equipment Service Manager
- m. Alex Brubaker – Agriculture Banker
- n. Dale Hershey – Agriculture Banker
- o. Christopher Burkhart – Agriculture Supply
- p. Michael Corradino – Academic Affairs Dean, HACC
- q. Scott Sheely – Workforce Development, PA Department of Agriculture

A voice vote was 5:0:1 in favor of the motion. Mrs. Herr abstained from the vote.

#### APPROVAL OF SCHOOL BOARD MEMBER

Following a Board discussion, Mrs. Spahn moved and Mr. Mills seconded the motion to approve Candidate A to fill the unexpired Board of School Director term of Doreen L. Packer, Ed.D.

A show of hands vote was 3:3. The motion did not carry.

Following additional discussion, Mrs. Spahn moved and Mrs. Pontz seconded the motion to approve Candidate A to fill the unexpired Board of School Director term of Doreen L. Packer, Ed.D.

A show of hands vote was 3:3. The motion did not carry.

Following additional discussion, Mr. Mills moved and Mrs. Pontz seconded the motion to approve Candidate A to fill the unexpired Board of School Director term of Doreen L. Packer, Ed.D.

A show of hands vote was 4:2 in favor of the motion. Candidate A, Mrs. Susan A. Rhoades, was appointed to fill the unexpired Board of School Director term of Doreen L. Packer, Ed.D.

#### APPROVAL OF NOMINATING COMMITTEE

Mr. Mills moved and Mrs. Spahn seconded the motion to approve Mr. Byrnes and Mr. Beiler as a Nominating Committee to present nominees for the offices of President and Vice President of the Board of School Directors at the December 6, 2017, reorganization meeting.

A voice vote was unanimous in favor of the motion.

#### DISTRIBUTION OF THE 2017-2022 GROWTH PROJECTIONS REPORT

Dr. Peart remarked upon the 2017-2022 Growth Projections Report.

#### APPROVAL OF FIELD TRIP

Mr. Mills moved and Mrs. Spahn seconded the motion to approve a field trip to Cape Henlopen State Park, Lewes, Delaware, from July 2 to July 5, 2018.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Byrnes moved and Mr. Mills seconded the motion to approve a corporate sponsorship renewal agreement for a Lampeter-Strasburg School District multi-use turf field (Field 2) with Shultz Transportation.

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT

No comments.

ADJOURNMENT

The meeting was adjourned at 9:07 p.m.

Jeanne L. Hoffard  
Secretary