

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
November 7, 2022

President Melissa S. Herr called the meeting to order at 7:31 p.m. and opened the meeting with the Pledge of Allegiance and a moment of silence.

PRESENT: Board Members, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mrs. Suzanne S. Knowles, Mr. Matthew E. Parido, Mrs. Audra R. Spahn, Mrs. Kari A. Steinbacher, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Amanda M. Allison; Administrators, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Ms. Eva G. Strawser, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; Athletic Director, Dr. Branden M Lippy; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

ABSENT: Board member, Mr. David J. Beiler.

OATH OF OFFICE

Mr. William E. Benner, Jr., District Magistrate, conducted the Oath of Office for appointed Board member, Mrs. Kari A. Steinbacher.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mr. Byrnes moved and Mr. Welk seconded the motion to approve the Minutes of the regularly scheduled meetings of October 3 and October 17, 2022, and special meeting of October 24, 2022.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mrs. Kowitz recognized October Students of the Month from Martin Meylin Middle School.

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

Dr. Peart recognized students from Hans Herr Elementary School who have art displayed in the Board room of the administration building.

Dr. Peart recognized students from the work crew program.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Knowles moved and Mr. Parido 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 \$2,556,846.00, Cafeteria Fund checks in the amount of \$143,080.71, High School Athletic Fund checks in the amount of \$22,597.41, Capital Reserve Fund checks in the amount of \$40,699.92, Capital Projects Fund checks in the amount of \$353,072.63, and Athletic Account Officials in the amount of \$9,698.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

Mr. Parido reported on the Academic Committee meeting held earlier in the evening.

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

No report.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported on the Finance Committee meeting held on October 24, 2022.

PERSONNEL COMMITTEE – Mr. James H. Byrnes, Chairperson

Mr. Byrnes reported that the Committee recommends all agenda items.

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

Dr. Godfrey reported on Title I programs.

STUDENT REPRESENTATIVES – Miss Maggie Swarr, Miss Lauren Livengood

Miss Livengood reported on events at Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Miss Swarr reported on events at Lampeter-Strasburg High School.

APPROVAL OF RESIGNATIONS

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

- a. Gregory J. Hall, custodian, Lampeter-Strasburg High School, retroactively effective to November 1, 2022.
- b. Joseph Schminkey, kitchen helper, Martin Meylin Middle School, retroactively effective to August 24, 2022.
- c. Judith A. Wilhelm, SACC assistant group supervisor, Hans Herr Elementary School, retroactively effective to October 28, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mr. Byrnes moved and Mr. Welk seconded the motion to approve employment of Karen C. Reynolds as an extended substitute special education teacher retroactively effective to October 31, 2022, through the end of the 2022-2023 school year. Ms. Reynolds will work virtually to provide support to students from Lampeter-Strasburg High School requiring IEP services/supports. Ms. Reynolds' will be compensated \$18.00 per hour based upon the District daily substitute rate.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

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

- a. Tiffany A. Byers to be employed as a kitchen helper at Lampeter-Strasburg High School retroactively effective to October 3, 2022. Ms. Byers will become a category D support employee and will be compensated \$15.00 per hour.
- b. Kim R. Cashaw to be employed as a SACC aide at Lampeter Elementary School retroactively effective to October 17, 2022. Ms. Cashaw will become a category C support employee and will be compensated \$15.00 per hour.
- c. Edwin L. Forry to be employed as a van driver at Lampeter-Strasburg School District effective November 8, 2022. Mr. Forry will become a category D support employee and will be compensated \$15.00 per hour.

- d. Julie L. Palmer to be employed as a SACC group supervisor at Hans Herr Elementary School retroactively effective to October 24, 2022. Ms. Palmer will become a category D support employee and will be compensated \$15.00 per hour.
- e. Amber D. Zimmerman to be employed as a kitchen helper at Martin Meylin Middle School retroactively effective to October 14, 2022. Ms. Zimmerman will become a category D support employee and will be compensated \$15.00 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CORRECTION TO COMPENSATION

Mr. Byrnes moved and Mr. Welk seconded the motion to approve a correction of compensation for Jessica Clark-Trask, swimming assistant, Lampeter Elementary School. Ms. Clark-Trask’s hourly compensation will be corrected to \$16.34 retroactively effective to October 3, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

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

- a. Melissa A. Curtis, second shift lead custodian, Hans Herr Elementary School. Ms. Curtis will become a day shift custodian at Hans Herr Elementary School effective January 2, 2023. She will remain a category A support employee and will be compensated \$15.00 per hour.
- b. Julie P. Garcia, SACC assistant group supervisor, Lampeter Elementary School. Ms. Garcia will have a decrease in annual hours from 1,280 hours to 1,040 hours, effective January 23, 2023. She will become a category D support employee with no change in compensation.
- c. Cheryl Lee Marcroft, special education teacher assistant, Martin Meylin Middle School. Ms. Marcroft had an increase in hours to 1,260 annual hours retroactively effective to August 24, 2022. She became a category C support employee with no change in compensation.
- d. Judith A. Wilhelm, assistant kitchen manager, Martin Meylin Middle School. Ms. Wilhelm will become kitchen manager at Martin Meylin Middle School retroactively effective to October 17, 2022. She will remain a category C support employee and will be compensated at \$18.00 per hour.
- e. Amber D. Zimmerman, kitchen helper, Martin Meylin Middle School. Ms. Zimmerman will become the assistant kitchen manager at Martin Meylin Middle School retroactively effective to October 27, 2022. She will become a category C support employee and will be compensated at \$15.75 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LEAVES OF ABSENCE

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

- a. Diana M. Masterson, kitchen helper, Lampeter Elementary School, an extension to a leave of absence retroactively effective to October 31, 2022, through the end of the 2022-2023 school year.
- b. Maya K. Pieters, SACC aide, Lampeter Elementary School, an extension to a leave of absence retroactively effective to on or about October 14, 2022, through on or about December 18, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

Mr. Byrnes moved and Mr. Welk seconded the motion to approve 2022-2023 additions/deletions to supplemental contracts, as follows:

a.	Aleam Stoutzenberger, Jr.	Basketball – Girls – Assistant – 50%	\$2,992.45	Deletion
b.	Anthony Pepe	Track - JH - Head - 60%	\$3,702.00	Deletion

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mr. Byrnes moved and Mr. Welk seconded the motion to approve 2022-2023 substitutes in their respective capacities, as follows:

Certified Substitutes

Kochel, Pamela J. Chemistry; Physics 7-12  
Stoltzfus, Kelly M. Elementary K-6; Program Specialist ESL

Emergency Certified Substitutes

Brouillette, Lydia L. All Instructional Areas PK-12  
Drexler, Lydia O. All Instructional Areas PK-12  
Hummel, Kirk E. All Instructional Areas PK-12  
Losch Tostanowski, Kenneth A. All Instructional Areas PK-12  
Lukes, Janet K. All Instructional Areas PK-12  
Parmer, Lance W. All Instructional Areas PK-12

Support Staff Substitutes

Bender, Heather A. Nurse  
Gingerich, Mary Ellen  
McDermott, Joanne  
Wilhelm, Judith A.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mr. Byrnes moved and Mr. Welk seconded the motion to approve 2022-2023 volunteers, as follows:

Helm, Madeline  
Mellinger, Krista R.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED HOURLY CUSTODIAL RATE FOR COVERING WEEKEND FACILITY USAGE

Mr. Byrnes moved and Mr. Welk seconded the motion to approve a \$25.00 hourly rate for all custodial coverage of weekend, and when schools are closed, facility usage requests. Staff covering weekend events would be paid the greater of the \$25.00 hourly rate or their actual time and half rate, if applicable. The updated rate is retroactive to October 15, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF IU13 ARP IDEA PART B USE OF FUNDS AGREEMENT

Mr. Byrnes moved and Mrs. Knowles seconded the motion to approve the IU ARP Idea Part B Use of Funds Agreement for the 2022-2023 school year. Note that these are strictly pass-through funds from the Commonwealth of Pennsylvania through the IU13 to Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A RESOLUTION TO COMPLY WITH ACT 57 of 2022

Mr. Welk moved and Mrs. Spahn seconded the motion to approve the adoption of a resolution authorizing the waiver of additional charges for the late payment of real estate taxes in certain circumstances to comply with Act 57 of 2022, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ADDENDUM TO BOARD CERTIFIED BEHAVIOR ANALYST (BCBA) SERVICES CONTRACT

Mrs. Spahn moved and Mr. Knarr seconded the motion to approve an Addendum to the contract with BTI School Services, LLC for Registered Behavior Technician at rate of \$60 per hour plus 8% supervision by BCBA at \$125 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL TO AWARD BID FOR WASTE REMOVAL SERVICES

Mr. Parido moved and Mrs. Knowles seconded the motion to approve awarding the Lampeter-Strasburg School District waste removal services bid in accordance with the posted tabulation to Penn Waste, Inc. for five years with a total cost of \$418,343 beginning January 1, 2023.

A voice vote was 7:1:0 in favor of the motion. Mr. Welk opposed the motion.

DISCUSSION AND APPROVAL OF ACCEPTANCE OF AGREEMENT FOR SALE OF STRASBURG ELEMENTARY

Mr. Stoltzfus led a discussion on an agreement for sale of Strasburg elementary. Thereafter, Mr. Welk moved and Mrs. Spahn seconded the motion to approve the acceptance of agreement of sale of Strasburg Elementary with restart training center ministry at the full list price of \$1,300,000, with the additions presented, as attached to these Minutes.

A voice vote was 7:1:0 in favor of the motion. Mr. Parido opposed the motion.

APPROVAL OF A CHANGE ORDER FOR CRITICAL CAPITAL PROJECTS

Mr. Parido moved and Mr. Byrnes seconded the motion to approve a change order to Garden Spot Mechanical, Inc., as follows:

Change Order HC #2      Add \$7,650.00      Relocation of Brine Tank at Hans Herr Elementary School

A voice vote was unanimous in favor of the motion.

APPROVAL OF NEW COURSES OF STUDY AT LAMPETER-STRASBURG HIGH SCHOOL

Mrs. Byrnes moved and Mrs. Knowles seconded the motion to approve new courses of study at Lampeter-Strasburg High School as follows:

- a. Advanced Placement Microeconomics – Social Studies
- b. 21st Century Communication – English Language Arts

A voice vote was unanimous in favor of the motion.

APPROVAL OF THE LAMPETER-STRASBURG SUPERVISION PLAN

Mr. Welk moved and Mr. Byrnes seconded the motion to approve the updated Lampeter-Strasburg School District Supervision Plan.

A voice vote was unanimous in favor of the motion.

APPROVAL OF THE 2022-2023 LOCAL OCCUPATIONAL ADVISORY COMMITTEE

Mrs. Knowles moved and Mrs. Spahn seconded the motion to approve the 2022-2023 Local Occupational Advisory Committee members, as follows:

- a. Jeremy Brian
- b. Alex Brubaker
- c. Christopher Burkhart
- d. Michael Corradino
- e. Andrew Godfrey, Ed.D.
- f. Dana Good
- g. Barry Harnish
- h. Dale Hershey
- i. Anita Martin
- j. Holly Oberholtzer
- k. Katelyn Ranck
- l. Katherine Ranck
- m. Bob Sangrey
- n. Scott Sheely
- o. Andrew Welk
- p. Donald Welk, Jr.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A DUAL ENROLLMENT AGREEMENT WITH THADDEUS STEVENS COLLEGE OF TECHNOLOGY

Mr. Byrnes moved and Mrs. Knowles seconded the motion to approve a dual enrollment agreement with Thaddeus Stevens College of Technology, as presented at the Academic Committee meeting on April 4, 2022.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SOLICITOR

Mr. Byrnes moved and Mr. Welk seconded the motion to approve the appointment of Appel, Yost & Zee LLP as the School District Solicitor effective January 1, 2023.

A voice vote was unanimous in favor of the motion.

DISTRIBUTION OF THE 2022-2027 GROWTH PROJECTION REPORT

Dr. Peart remarked on the 2022-2027 Growth Projection Report.

APPROVAL OF NOMINATING COMMITTEE

Mr. Byrnes moved and Mr. Welk seconded the motion to approve Mrs. Spahn and Mr. Knarr as the Nominating Committee to present nominees for the offices of President and Vice President of the Board of School Directors at the December 5, 2022, reorganization meeting.

A voice vote was unanimous in favor of the motion.

NEW BUSINESS

Mrs. Herr reviewed contents of the Board folders with Board members.

OPPORTUNITY FOR PUBLIC COMMENT

Joanna Dishart, Willow Street, regarding Martin Meylin Middle School procedures.

MEETING ADJOURNED

The meeting was properly adjourned at 9:01 p.m.

Mary E. Williams  
Secretary